

DOCUMENT RESUME

ED 095 433

CE 002 601

TITLE Abstracts of Instructional and Research Materials in Vocational and Technical Education. Vol. 7, No. 3.

INSTITUTION Ohio State Univ., Columbus. Center for Vocational and Technical Education.

SPONS AGENCY Bureau of Occupational and Adult Education (DHEW/OE), Washington, D.C.

PUB DATE 74

NOTE 180p.

EDRS PRICE MF-\$0.75 HC-\$9.00 PLUS POSTAGE

DESCRIPTORS \*Abstracts; Coordinate Indexes; Curriculum Development; Directories; Educational Legislation; Educational Research; \*Instructional Materials; \*Research Projects; \*Technical Education; \*Vocational Education

IDENTIFIERS Vocational Education Amendments of 1968

ABSTRACT

It is hoped the document will provide educators quick access to instructional and research materials in vocational and technical education. The document is divided into three major sections: Instructional Materials, Research Materials, and Projects in Progress. The first two sections are subdivided according to the categories abstracts, subject index, and author index. The subject index terms correspond to the descriptors in the Thesaurus of ERIC Descriptors and, together with the author index, provide access to the abstract subsection. The Projects in Progress Section, divided into Curriculum and Research subsections, announces in-progress research and curriculum development projects funded by the Vocational Education Amendments of 1968, Parts C, D, and I. The curriculum subsection includes a Curriculum Management Centers Directory; the research subsection provides a State Vocational Education Research Offices Directory. (Author/AG)

BEST COPY AVAILABLE

## MISSION OF THE CENTER

The Center for Vocational Education's mission is to increase the ability of diverse agencies, institutions, and organizations to solve educational problems relating to individual career planning and preparation. The Center fulfills its mission by

- . Generating knowledge through research
- . Developing educational programs and products
- . Evaluating individual program needs and outcomes
- . Installing educational programs and products
- . Operating information systems and services
- . Conducting leadership development and training programs

*This publication was prepared pursuant to a grant with the Bureau of Occupational and Adult Education, U.S. Department of Health, Education and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their judgement in professional and technical matters. Points of view or opinions do not, therefore, necessarily represent official Bureau of Occupational and Adult Education position or policy.*



ED 077433

ABSTRACTS  
OF  
INSTRUCTIONAL AND RESEARCH MATERIALS  
IN  
VOCATIONAL AND TECHNICAL EDUCATION

VT 100 401 - 100 600

AIM/ARM

U.S. DEPARTMENT OF HEALTH,  
EDUCATION & WELFARE  
NATIONAL INSTITUTE OF  
EDUCATION

THIS DOCUMENT HAS BEEN REPRO-  
DUCED EXACTLY AS RECEIVED FROM  
THE PERSON OR ORGANIZATION ORIGIN-  
ATING IT. POINTS OF VIEW OR OPINIONS  
STATED DO NOT NECESSARILY REPRESENT  
OFFICIAL NATIONAL INSTITUTE OF  
EDUCATION POSITION OR POLICY.

VOLUME 7, NUMBER 3

1974

THE CENTER FOR VOCATIONAL EDUCATION  
THE OHIO STATE UNIVERSITY  
1960 KENNY ROAD, COLUMBUS, OHIO 43210

CE 002 601

## PREFACE

Finding and using relevant information frequently is a major task for researchers, curriculum specialists, teachers, administrators, and students. The Center for Vocational Education is dedicated to making useful and vital information accessible so that educators may use it to improve school practice.

The Center assembles, under one cover, information about instructional and research materials relevant to the field of vocational-technical education.

Through abstracts designed to present useful information about materials, the Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) publication provides educators quick access to in-use or under-development instructional and research materials.

We are indebted to our colleagues within the profession for providing us instructional and research materials as they become available. We also appreciate the contributions of instructional materials laboratories, local school systems and professional associations such as the Vocational Instructional Materials (VIM) section of the American Vocational Association. Members of the profession are encouraged to forward to AIM/ARM at The Center instructional and research materials for possible inclusion in future issues of AIM/ARM.

We hope that this publication will prove valuable to you in your particular educational endeavors.

Robert E. Taylor  
Director  
The Center for Vocational  
Education

## TABLE OF CONTENTS

|                                                         | PAGE |
|---------------------------------------------------------|------|
| PREFACE . . . . .                                       | ii   |
| SAMPLE ABSTRACT . . . . .                               | iv   |
| HOW TO USE AIM/ARM . . . . .                            | v    |
| INSTRUCTIONAL MATERIALS SECTION (AIM) . . . . .         | 357  |
| ABSTRACTS . . . . .                                     | 359  |
| SUBJECT INDEX . . . . .                                 | 391  |
| AUTHOR INDEX . . . . .                                  | 415  |
| RESEARCH MATERIALS SECTION (ARM) . . . . .              | 425  |
| ABSTRACTS . . . . .                                     | 427  |
| SUBJECT INDEX . . . . .                                 | 455  |
| AUTHOR INDEX . . . . .                                  | 477  |
| PROJECTS IN PROGRESS SECTION . . . . .                  | 487  |
| CURRICULUM DEVELOPMENT . . . . .                        | 489  |
| RESEARCH . . . . .                                      | 497  |
| HOW TO ORDER DOCUMENTS . . . . .                        | 533  |
| HOW TO ORDER AIM/ARM SUBSCRIPTIONS . . . . .            | 534  |
| HOW TO ORDER AIM/ARM, VT-ERIC MICROFICHE SETS . . . . . | 535  |
| THESAURUS OF ERIC DESCRIPTORS . . . . .                 | 536  |

---

## NOTICE

WE ENCOURAGE THE FORWARDING OF TWO COPIES OF MATERIALS RELATING TO VOCATIONAL AND TECHNICAL EDUCATION FOR POSSIBLE INCLUSION IN THE AIM/ARM SYSTEM TO:

AIM/ARM  
THE CENTER FOR VOCATIONAL EDUCATION  
1960 KENNY ROAD  
COLUMBUS, OHIO 43210



# SAMPLE ABSTRACT

BEST COPY AVAILABLE

Accession number sequentially assigned to documents as they are processed.

Author(s).

VT 100 000

RICHARDS, F.L.

MF means microfiche. Documents not in VT-ERIC MICROFICHE SETS are available from alternate sources cited.

OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE.

Title.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK.  
DEPT. OF AGRICULTURAL EDUCATION.  
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
DIV. OF ADULT, AND VOCATIONAL RESEARCH.

Organization where document originated.

Report number and/or bureau number.

MF AVAILABLE IN VT-ERIC SET.

Agency responsible for initiating, funding, and managing the project producing the document.

OEC-0-85-12345 (7291)  
TEACHER-EDUC-SER-V12-N1

Date published and number of pages.

DEPARTMENT OF AGRICULTURAL EDUCATION, PENNSYLVANIA STATE UNIVERSITY, UNIVERSITY PARK, PENNSYLVANIA 16802 (\$1.00).

Contract (OEC) or grant (OEG) number.

Descriptors--subject terms characterizing substantive contents. Major terms preceded by asterisk.

PUB DATE - 71 56P.

Alternate source for obtaining documents.

DESCRIPTORS - \*AGRICULTURAL EDUCATION;  
\*CURRICULUM GUIDES; \*ORNAMENTAL HORTICULTURE;  
HIGH SCHOOLS; \*POST SECONDARY EDUCATION;  
LANDSCAPING; NURSERIES (HORTICULTURE); TURF  
MANAGEMENT; \*TECHNICAL EDUCATION  
IDENTIFIERS - \*PENNSYLVANIA

Identifiers--terms not found in the Thesaurus of ERIC Descriptors.

ABSTRACT - INTENDED TO SUGGEST SUBJECT MATTER CONTENT OF COURSES OR PROGRAMS IN ORNAMENTAL HORTICULTURE FOR HIGH SCHOOL AND POSTSECONDARY VOCATIONAL-TECHNICAL PROGRAMS, THIS CURRICULUM GUIDE WAS PREPARED BY STAFF MEMBERS OF THE AGRICULTURAL EDUCATION DEPARTMENT AT THE PENNSYLVANIA STATE UNIVERSITY, AND TESTED IN A WORKSHOP WITH VOCATIONAL AGRICULTURE TEACHERS. CONTENTS ARE: (1) OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE, (2) ORNAMENTAL HORTICULTURE PROGRAMS FOR GRADES 10, 11, AND 12, (3) NURSERY PRODUCTION . . . THE CONTENT IS PRESENTED IN OUTLINE FORM UNDER EACH TOPIC, AND IS APPLICABLE TO THE UNITED STATES AND LOWER CANADA. (GB)

Informative condensation of document content.

Abstractor's initials.

## HOW TO USE AIM/ARM

This volume of Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) has three major sections: Instructional Materials, Research Materials, and Projects in Progress.

The Instructional and Research Materials sections each have three subsections: Abstracts, Subject Index, and Author Index. The abstracts present information about documents' authors, titles, availability, and content to help you decide if you want to read the full text of a document. A sample abstract on the opposite page identifies the various pieces of information presented in an abstract.

The Subject and Author Indexes help you locate, by subject descriptors conforming to those listed in the Thesaurus of ERIC Descriptors and by author/institutions names, abstracts of documents relevant to your information needs.

The Projects in Progress Section, divided into Curriculum and Research subsections, announces through title by state indexes and abstracts, in-progress research and curriculum development projects funded by the Vocational Education Amendments of 1968 (Public Law 90-576), Parts C, D, and I. The Curriculum subsection of Projects in Progress also includes a Curriculum Management Centers Directory while the Research subsection provides a State Vocational Education Research Offices Directory. This section helps you keep aware of ongoing activities in vocational and technical education curriculum development and research.

Full texts of most of the documents announced in AIM/ARM are available in the AIM/ARM, VT-ERIC Microfiche Sets (see page 535). Those documents not listed as being available "MF AVAILABLE IN VT-ERIC SET" are usually obtained from the listed author/publisher.

INSTRUCTIONAL  
MATERIALS  
SECTION  
(AIM)

---

---

|                         | PAGE |
|-------------------------|------|
| ABSTRACTS . . . . .     | 359  |
| SUBJECT INDEX . . . . . | 391  |
| AUTHOR INDEX . . . . .  | 415  |

357/35-8



---

INSTRUCTIONAL MATERIALS ABSTRACTS

---

VT 100 401  
BURNS, RICHARD R., AND OTHERS  
CURRICULUM GUIDE FOR CAREER  
EDUCATION IN GRADES 11-12.

STONEHAM PUBLIC SCHOOLS, MASS.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 43P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CURRICULUM GUIDES; \*LEARNING  
ACTIVITIES; \*TEACHING TECHNIQUES;  
\*VOCATIONAL EDUCATION; BEHAVIORAL  
OBJECTIVES; DECISION MAKING  
SKILLS; GOAL ORIENTATION; GRADE  
11; GRADE 12; HUMANITIES; RESOURCE  
MATERIALS; SELF EVALUATION;  
TEACHING PROCEDURES  
IDENTIFIERS - CAREER AWARENESS;  
EMPLOYMENT SKILLS; SELF AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE  
FOR A CAREER EDUCATION PROGRAM IN  
GRADES 11 AND 12 CONTAINS A  
RATIONALE FOR CAREER EDUCATION,  
GENERAL AND SPECIFIC BEHAVIORAL  
OBJECTIVES INVOLVING SELF  
EVALUATION, OCCUPATIONAL  
AWARENESS, AND DECISION MAKING  
SKILLS, AND EIGHT INSTRUCTIONAL  
UNIT OUTLINES. DEVELOPED BY A  
CURRICULUM COMMITTEE THAT INCLUDES  
A CAREER EDUCATION TEACHER, AN  
ADMINISTRATIVE ASSISTANT, AND A  
RESOURCE CONSULTANT, EACH  
CURRICULUM UNIT PROVIDES SPECIFIC  
OBJECTIVES, SUGGESTED TEACHING  
PROCEDURES AND LEARNING  
ACTIVITIES, AND RESOURCE LISTS.  
TEACHING TECHNIQUES INCLUDE THE  
USE OF AUDIOVISUAL AIDS, SMALL  
GROUP DISCUSSIONS, RESOURCE  
SPEAKERS, RESEARCH ACTIVITIES, AND  
"REAL-LIFE" ACTIVITIES. (AG)

VT 100 402  
GOULD, E. NOAH, ED.  
SURFACE GRINDER OPERATOR.  
INSTRUCTOR'S GUIDE. PART OF  
SINGLE-TOOL SKILLS PROGRAM SERIES:  
MACHINE INDUSTRIES OCCUPATIONS.

NEW YORK STATE EDUCATION DEPT.,  
ALBANY.  
MF AVAILABLE IN VT-ERIC SET.  
PUBLICATIONS DISTRIBUTION UNIT,  
THE STATE EDUCATION DEPARTMENT,  
ALBANY, NEW YORK, 12224  
PUB DATE - 73 104P.

DESCRIPTORS - \*CURRICULUM GUIDES;  
\*MACHINE TOOL OPERATORS; \*SHOP  
CURRICULUM; \*TEACHING GUIDES;  
ADULT VOCATIONAL EDUCATION; JOB  
SKILLS; METAL WORKING OCCUPATIONS;  
OCCUPATIONAL INFORMATION;  
SECONDARY GRADES

ABSTRACT - THE SURFACE GRINDER  
OPERATOR COURSE IN THIS BOOKLET  
WAS DEVELOPED TO HELP MEET THE  
NEED FOR TRAINED ENTRY-LEVEL  
WORKERS. ALTHOUGH WRITTEN  
PRIMARILY AS AN ADULT COURSE, THE  
CONTENT MAY BE USED BY THE

BEST COPY AVAILABLE

SECONDARY LEVEL TEACHER IN A  
COURSE HE MIGHT DEVELOP FOR HIS  
STUDENTS. THE BOOKLET CONTAINS AN  
OUTLINE OF GENERAL JOB CONTENT,  
JOB SHEETS FOR SHOP PROJECTS  
(INCLUDING PERFORMANCE OBJECTIVES,  
OPERATIONS, EQUIPMENT, MATERIALS,  
AND PROCEDURES), AND DRAWINGS FOR  
VARIOUS SHOP PROJECTS. (MF)

VT 100 403  
ADAM, PETER, AND OTHERS  
CAREER EDUCATION: KINDERGARTEN  
AWARENESS. ROLE PLAYING IN PRIMARY  
CITY.

LINN-MAR COMMUNITY SCHOOL  
DISTRICT, MARION, IA.; IOWA STATE  
DEPT. OF PUBLIC INSTRUCTION, DES  
MOINES. DIV. OF CAREER EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 92P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*LEARNING ACTIVITIES;  
\*OCCUPATIONAL INFORMATION;  
\*PRIMARY GRADES; \*SELF CONCEPT;  
FIELD TRIPS; VOCATIONAL  
DEVELOPMENT

ABSTRACT - CLASSROOM ACTIVITIES  
FOR PRIMARY GRADES FOCUS IN THIS  
DOCUMENT ON VARIOUS OCCUPATIONS IN  
AN ATTEMPT TO HELP THE CHILD  
DEVELOP A CONCEPT OF HIMSELF AND  
HIS STATUS WITHIN THE FAMILY, THE  
SCHOOL, AND THE WORLD OF WORK.  
KINDERGARTEN ACTIVITIES ARE  
DESCRIBED FOR CONCEPTUALIZING THE  
SELF, THE FAMILY, AND THE SCHOOL.  
OVER 20 FIELD TRIPS WITHIN THE  
COMMUNITY ARE OUTLINED ON SEPARATE  
SHEETS. EACH PAGE PROVIDES SPACE  
TO NAME THE OCCUPATIONAL CLUSTERS  
FOUND IN THE PLACE VISITED,  
INFORMATION CONCERNING THE TRIP TO  
GIVE THE TEACHER MATERIAL FOR  
CLASS PREPARATION FOR THE TRIP,  
AND FACTS USEFUL IN A LATER CLASS  
REVIEW OF THE FIELD TRIP. (MU)

VT 100 404  
AUTO MECHANICS: BLOCKS I AND II:  
INTRODUCTION AND ORIENTATION, AND  
BENCH SHOP AND SAFETY.

NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 43P.

DESCRIPTORS - \*AUTO MECHANICS;  
\*MOTOR VEHICLES; \*SAFETY  
EDUCATION; \*TRADE AND INDUSTRIAL  
EDUCATION; AUTO MECHANICS  
(OCCUPATION); COURSE CONTENT;  
SECONDARY GRADES; STATE CURRICULUM  
GUIDES; UNITS OF STUDY (SUBJECT  
FIELDS)  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THIS COURSE OUTLINE FOR  
A BEGINNING CLASS IN AUTO  
MECHANICS PROVIDES SUPPLEMENTARY  
MATERIALS AND COURSE CONTENT FOR

CLASSROOM DISCUSSION, LAB PROCEDURES, AND TESTING FOR AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE A NUMBER OF OPERATIONS IN BENCH WORK AND IN SAFETY EDUCATION INCLUDING: (1) SHARPENING TWIST DRILLS, (2) IDENTIFYING BOLTS, NUTS, AND SCREWS, (3) DRILL GRINDING GAUGE AND DRILL PRESS, AND (4) APPLICATION OF LINEAR MEASUREMENT. EACH JOB SHEET PROVIDES GENERAL INFORMATION, PRECAUTIONS, AND PROCEDURES. A NUMBER OF WORKING DRAWINGS ACCOMPANY THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 405 - VT 100 410. (MU)

**VT 100 405**

**AUTO MECHANICS: BLOCK III: CHASSIS.**

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - NO 68P.

**DESCRIPTORS - \*AUTO MECHANICS; \*ENGINES; \*MOTOR VEHICLES; \*POWER MECHANICS; \*TRADE AND INDUSTRIAL EDUCATION; AUTO BODY REPAIRMEN; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)**  
**IDENTIFIERS - \*NORTH DAKOTA**

**ABSTRACT - THIS COURSE OUTLINE PROVIDES COURSE CONTENT AND SUPPLEMENTARY MATERIALS FOR A BEGINNING CLASS IN AUTO MECHANICS FOR AREA VOCATIONAL TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS FOR A NUMBER OF OPERATIONS INCLUDE THOSE DEALING WITH ALIGNMENT, SERVICING STEERING GEARS, CLUTCHES, AND TRANSMISSIONS, AND OVERHAUL OF TURBOHYDRA-MATIC AND DUAL PISTON MASTER CYLINDERS. EACH OPERATION SHEET CONTAINS SPACE FOR THE STUDENT'S NAME, A LIST OF EQUIPMENT NEEDED, REFERENCES, RELATED INFORMATION, AND A LIST OF PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 AND VT 100 406 - VT 100 410. (MU)**

**VT 100 406**

**AUTO MECHANICS: BLOCK IV: ENGINES**

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - NO 34P.

**DESCRIPTORS - \*AUTO MECHANICS; \*ENGINES; \*MOTOR VEHICLES; \*POWER MECHANICS; \*TRADE AND INDUSTRIAL EDUCATION; STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)**  
**IDENTIFIERS - \*NORTH DAKOTA**

**ABSTRACT - THIS GUIDE PROVIDES COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR A BEGINNING COURSE IN ENGINES FOR THE AREA, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. OPERATION SHEETS FOR GENERAL ENGINE OVERHAUL INCLUDE INSTALLING PISTON RINGS AND BEARINGS, CONNECTING RODS, CYLINDERS AND CRANKSHAFTS. WORKING DRAWINGS ACCOMPANY THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404, VT 100 405 AND VT 100 407 - VT 100 410. (MU)**

**VT 100 407**

**AUTO MECHANICS: BLOCK V: FUEL SYSTEMS.**

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - NO 29P.

**DESCRIPTORS - \*AUTO MECHANICS; \*MOTOR VEHICLES; \*POWER MECHANICS; \*TRADE AND INDUSTRIAL EDUCATION; COURSE CONTENT; CURRICULUM GUIDES; VOCATIONAL EDUCATION IDENTIFIERS - \*NORTH DAKOTA; FUEL SYSTEMS**

**ABSTRACT - THIS COURSE OUTLINE IS ONE OF A SERIES DEVELOPED FOR USE BY STUDENTS ENROLLED IN AUTOMOTIVE MECHANICS COURSES IN NORTH DAKOTA'S VOCATIONAL PROGRAMS. THE GUIDE CENTERS AROUND FUEL SYSTEMS AND THEIR OPERATION AND CONTAINS A LISTING OF THE VARIOUS TASKS INVOLVED IN WORKING ON FUEL AND EMISSION SYSTEMS AS WELL AS INSTRUCTIONAL UNITS COVERING EACH OF THE 21 BLOCKS TO BE PRESENTED IN THIS PHASE OF THE COURSE. COMPOSING THE UNITS ARE: (1) A LISTING OF THE TOOLS AND REFERENCES NEEDED FOR THE ACTIVITY, (2) AN OUTLINE OF THE PROCEDURES TO BE FOLLOWED IN CARRYING OUT THE OPERATION, AND (3) RELATED INFORMATIONAL FACTS TO BE LEARNED IN ACCORDANCE WITH THE TOPICAL AREA UNDER STUDY. NUMBERS OF RELATED DOCUMENTS IN THE SERIES INCLUDE VT 100 404 - VT 100 406 AND VT 100 408 - VT 100 410. (SN)**

**VT 100 408**

**AUTO MECHANICS: BLOCK VI: ELECTRICAL SYSTEMS.**

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - NO 43P.

**DESCRIPTORS - \*AUTO MECHANICS; \*ELECTRICAL SYSTEMS; \*ELECTRICITY; \*MOTOR VEHICLES; \*TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)**  
**IDENTIFIERS - \*NORTH DAKOTA**



ABSTRACT - THIS GUIDE IS DESIGNED FOR WORK UNITS IN ELECTRICAL SYSTEMS OF AUTO MECHANICS CLASSES IN STATE AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. TWENTY JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR BATTERIES, STARTING SYSTEMS, GENERATORS, REGULATORS, SPARK PLUGS, AND DISTRIBUTORS OF MOTOR VEHICLES. EACH JOB SHEET CONTAINS EQUIPMENT NEEDED, REFERENCES, RELATED INFORMATION, AND PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 407, VT 100 409, AND VT 100 410. (MU)

VT 100 409  
AUTO MECHANICS: BLOCK VII: TUNE-UP AND TROUBLE SHOOTING.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 56P.

DESCRIPTORS - \*AUTO MECHANICS;  
\*ELECTRICAL SYSTEMS; \*ELECTRICITY;  
\*MOTOR VEHICLES; \*TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THIS UNIT IN TROUBLE SHOOTING IS DESIGNED FOR BEGINNING CLASSES IN AUTO MECHANICS IN THE STATE AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR ENGINE TUNE-UPS AND FOR CHECKING AND ADJUSTING IGNITION AND FUEL SYSTEMS. EACH JOB SHEET CONTAINS A LIST OF EQUIPMENT AND MATERIAL NEEDED, REFERENCES, RELATED INFORMATION, AND PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 408 AND VT 100 410. (MU)

VT 100 410  
AUTO MECHANICS: BLOCK VIII: HEATING AND AIR CONDITIONING.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 52P.

DESCRIPTORS - \*AIR CONDITIONING;  
\*AUTO MECHANICS; \*HEATING; \*MOTOR VEHICLES; \*TRADE AND INDUSTRIAL EDUCATION; AIR CONDITIONING EQUIPMENT; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THIS UNIT ON HEATING AND AIR CONDITIONING IS DESIGNED FOR A BEGINNING COURSE IN AUTO MECHANICS AT AREA VOCATION, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR SIX UNITS ON HEATERS FOR CARS AND 28 CONCERNING AIR CONDITIONING UNITS FOR CARS. THEY DEAL WITH CHECKING, ADJUSTING AND DIAGNOSING DIFFICULTIES WITHIN THE HEATING AND COOLING SYSTEMS, AND PROVIDE STEP-BY-STEP DIRECTIONS ON SERVICING THEM. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 409. (MU)

VT 100 411  
ERICKSON, WILBUR A.  
MACHINE SHOP WORKBOOK. PART 1.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 137P. ALSO SEE VT 020459.

DESCRIPTORS - \*APPRENTICESHIPS;  
\*INSTRUCTIONAL MATERIALS; \*MACHINE TOOL OPERATORS; \*MACHINISTS;  
\*WORKBOOKS

ABSTRACT - THIS WORKBOOK WAS DESIGNED FOR USE BY APPRENTICE MACHINISTS IN THE STATE OF CALIFORNIA AND CONTAINS THE FIRST PART OF THE COURSE CONTENT TO BE COVERED IN THE PROGRAM. GIVEN ARE: (1) A FOREWORD, (2) A PREFACE, (3) SIX UNITS OF STUDY, AND (4) A LIST OF INSTRUCTIONAL MATERIALS WHICH MAY BE USED IN STUDYING THE VARIOUS UNITS. SPECIFIC UNIT TITLES INCLUDE: (1) THE APPRENTICE AND HIS TRADE, (2) BASIC MATHEMATICS, (3) BENCHMARK, (4) BLUEPRINT READING, SKETCHING, AND DRAWING, (5) DRILL-PRESS WORK, AND (6) IRON, STEEL, AND NONFERROUS MATERIALS. (SN)

VT 100 412  
MENCONI, JOSEPH W.  
AUTO MECHANICS WORKBOOK. PART 1.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 156P. FOR PART 2, SEE VT 020187

DESCRIPTORS - \*APPRENTICESHIPS;  
\*AUTO MECHANICS; \*INSTRUCTIONAL MATERIALS; \*WORKBOOKS

ABSTRACT - THIS WORKBOOK WAS DEVELOPED FOR USE BY PERSONS ENROLLED IN CALIFORNIA'S AUTO MECHANICS APPRENTICESHIP TRAINING PROGRAMS AND REPRESENTS AN ACCUMULATION OF PART 1 OF THE

INFORMATION TO BE COVERED. SPECIFIC CONTENTS INCLUDE: (1) BEST COPY AVAILABLE TOPICAL UNITS, (2) A FOREWORD, (3) A PREFACE, AND (4) INSTRUCTIONAL MATERIALS TO BE USED IN STUDYING THE UNITS. TITLES OF THE UNITS ARE: (1) THE APPRENTICE AND HIS TRADE, (2) MATHEMATICS FOR AUTO MECHANICS, (3) TOOLS OF THE TRADE, (4) PETROLEUM-GENERAL LUBRICATION, (5) FRAMES, SPRINGS, AND SUSPENSION SYSTEMS, (6) TIRES, WHEELS, AND STEERING SYSTEMS, AND (7) BRAKES. (SN)

VT 100 413  
AULD, WARREN J.; ULRICH, DUANE  
MEATCUTTING WORKBOOK: PART I.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 148P.

DESCRIPTORS - \*APPRENTICESHIPS;  
\*INSTRUCTIONAL MATERIALS;  
\*WORKBOOKS  
IDENTIFIERS - \*MEATCUTTERS

ABSTRACT - THIS WORKBOOK WAS DESIGNED FOR USE BY APPRENTICE MEATCUTTERS IN THE STATE OF CALIFORNIA. CONTAINED IN IT ARE A FOREWORD, PREFACE, 8 TOPICAL UNITS, A GLOSSARY, AND SUGGESTED INSTRUCTIONAL MATERIALS. SPECIFIC CONTENTS OF THE UNITS INCLUDE: (1) THE APPRENTICE MEATCUTTER AND HIS TRADE, (2) APPLIED MATHEMATICS, (3) TOOLS AND EQUIPMENT, (4) WEIGHING, PACKAGING, AND MAKING CHANGE, (5) MEAT AND FISH AS FOODS, (6) MEAT FROM FARM TO TABLE, (7) INSPECTION, CLASSIFICATION, AND GRADING, AND (8) MEAT SALESMANSHIP. (SN)

VT 100 414  
THAMES, CHARLIE, AND OTHERS  
A GUIDE FOR TEACHING FORESTRY.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1010  
CURRICULUM COORDINATING UNIT, MISSISSIPPI STATE UNIVERSITY, P.O. DRAWER DX, MISSISSIPPI STATE, MS 39762 (\$1.00)  
PUB DATE - 72 29P.

DESCRIPTORS - \*AGRICULTURAL EDUCATION; \*CURRICULUM GUIDES; \*FORESTRY; \*TEACHING GUIDES; GUIDES; INSTRUCTIONAL MATERIALS; VOCATIONAL EDUCATION

ABSTRACT - THIS PUBLICATION WAS DEVELOPED TO AID TEACHERS OF AGRICULTURE IN PROVIDING

APPROPRIATE INSTRUCTION IN THE AREA OF FORESTRY. TO FACILITATE THIS, THE FOLLOWING ITEMS ARE INCLUDED IN THE CONTENTS: (1) AN OUTLINE OF SUGGESTED INSTRUCTIONAL CONTENT, (2) A LIST OF SUGGESTED LEARNING ACTIVITIES, AND (3) A LIST OF SUGGESTED REFERENCES. (SN)

VT 100 415  
EICHELBERGER, A.E., AND OTHERS  
A GUIDE FOR PLANNING INSTRUCTION FOR ADULTS IN AGRICULTURAL EDUCATION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1002  
CURRICULUM COORDINATING UNIT, MISSISSIPPI STATE UNIVERSITY, P.O. DRAWER DX, MISSISSIPPI STATE, MS 39762 (\$1.00)  
PUB DATE - 72 16P.

DESCRIPTORS - \*ADULT VOCATIONAL EDUCATION; \*AGRICULTURAL EDUCATION; \*CURRICULUM DEVELOPMENT; \*GUIDES; \*PROGRAM PLANNING; ADULT PROGRAMS; INSTRUCTIONAL DESIGN; PROGRAM DEVELOPMENT

ABSTRACT - THIS PUBLICATION WAS DEVELOPED TO FACILITATE THE PLANNING OF INSTRUCTION IN AGRICULTURAL EDUCATION. IN AN EFFORT TO DO THIS, THE FOLLOWING INFORMATIONAL TOPICS ARE PROVIDED: (1) GENERAL INFORMATION FOR PLANNING INSTRUCTION FOR ADULTS IN AGRICULTURAL EDUCATION, (2) AREAS OF PRIORITY FOR INSTRUCTION, (3) OBJECTIVES FOR ADULT PROGRAM, AND (4) UNITS AND RECORDS OF ADULT INSTRUCTION. (SN)

VT 100 416  
EICHELBERGER, A.E., AND OTHERS  
A GUIDE FOR PLANNING PROGRAMS IN AGRICULTURAL EDUCATION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1000  
CURRICULUM COORDINATING UNIT, MISSISSIPPI STATE UNIVERSITY, P.O. DRAWER DX, MISSISSIPPI STATE, MS 39762 (\$1.00)  
PUB DATE - 72 18P.

DESCRIPTORS - \*AGRICULTURAL EDUCATION; \*GUIDES; \*PROGRAM DEVELOPMENT; \*PROGRAM PLANNING; VOCATIONAL EDUCATION



**ABSTRACT - THIS PLANNING GUIDE WAS DEVELOPED TO ASSIST THOSE TEACHERS WHO ARE INTERESTED AND/OR ENGAGED IN SETTING UP AGRICULTURAL EDUCATION PROGRAMS IN THEIR SCHOOLS. CONTENTS OF THE GUIDE INCLUDE: (1) GENERAL INFORMATION FOR PLANNING AN AGRICULTURAL EDUCATION PROGRAM, (2) A SECTION FOR ENTERING THE NAMES OF ADVISORY COMMITTEE MEMBERS, AND (3) BASIC INFORMATION FOR PLANNING AN AGRICULTURAL EDUCATION PROGRAM. (SN)**

**VT 100 417**  
**FARM EQUIPMENT SAFETY TEACHING KIT.**

**INTERNATIONAL HARVESTER CO., CHICAGO, ILL.**  
**MF AVAILABLE IN VT-ERIC SET.**  
**PUB DATE - NO 69P.**

**DESCRIPTORS - \*AGRICULTURAL SAFETY; \*INSTRUCTIONAL MATERIALS; \*MASTER PLANS; \*SAFETY EDUCATION; AGRICULTURAL ENGINEERING; AGRICULTURAL MACHINERY; INSTRUCTIONAL AIDS; PROGRAMED INSTRUCTION; TEACHING GUIDES**

**ABSTRACT - THIS KIT WAS DEVELOPED TO GUIDE TEACHERS IN THE INSTRUCTION OF PROPER AND SAFE HANDLING OF FARM MACHINERY SO AS TO AID IN THE CURTAILMENT OF THE NUMBER OF FARM-RELATED ACCIDENTS WHICH OCCUR EACH YEAR. THE KIT CONTAINS FIVE UNITS, EACH DESIGNED TO CONCENTRATE ON SPECIFIC AREAS OF FARM EQUIPMENT AND SAFETY. MAJOR AREAS WITH WHICH THE UNITS DEAL INCLUDE: (1) GENERAL TRACTOR SAFETY, (2) AUGER AND CHAIN DRIVE SAFETY, (3) SAFETY PROBLEMS INVOLVED WITH FORAGE HARVEST MACHINES, (4) GRAIN AND COTTON HARVEST SAFETY, AND (5) GRAIN HANDLING PROBLEMS. TO BETTER FACILITATE INSTRUCTION, A SERIES OF QUESTIONS, PROBLEMS, CLASS ACTIVITIES, TRANSPARENCY MASTERS, AND REFERENCE MATERIALS ARE INCLUDED IN EACH UNIT. (SN)**

**VT 100 418**  
**GUIDE FOR PATENT DRAFTSMEN: SELECTED RULES OF PRACTICE RELATING TO PATENT DRAWINGS.**

**PATENT OFFICE (DOCI), WASHINGTON, D.C.**  
**MF AVAILABLE IN VT-ERIC SET.**  
**SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (CAT. # C21.14/2:078/971, \$.30)**  
**PUB DATE - 71 19P.**

**DESCRIPTORS - \*CRITERIA; \*DRAFTSMEN; \*ENGINEERING GRAPHICS; \*GUIDES; DESIGNERS; DRAFTING; SPECIFICATIONS**  
**IDENTIFIERS - \*PATENT DRAWING**

**BEST COPY AVAILABLE**

**ABSTRACT - THIS GUIDE WAS DEVELOPED FOR USE BY PATENT DRAFTSMEN AND CONTAINS RULES PERTAINING TO REQUIREMENTS ON SPECIFIC ASPECTS OF PATENT DRAWINGS. THE TOPICAL ITEMS FOR WHICH RULES ARE GIVEN INCLUDE: (1) DRAWINGS (WITH SPECIAL EMPHASIS ON DRAWINGS REQUIRED, CONTENT OF DRAWINGS, STANDARDS FOR DRAWINGS, INFORMAL DRAWINGS, DRAFTSMEN TO MAKE DRAWINGS, AND USE OF OLD DRAWINGS), (2) DESIGN PATENTS, AND (3) SYMBOLS FOR DRAFTSMEN. (SN)**

**VT 100 419**  
**NEBRASKA CURRICULUM GUIDE FOR AGRIBUSINESS AND NATURAL RESOURCES OCCUPATIONS EDUCATION.**

**NEBRASKA STATE DEPT. OF EDUCATION, LINCOLN. DIV. OF VOCATIONAL EDUCATION; NEBRASKA UNIV., LINCOLN. DEPT. OF AGRICULTURAL EDUCATION.**  
**MF AVAILABLE IN VT-ERIC SET.**  
**PUB DATE - NO 139P.**

**DESCRIPTORS - \*AGRICULTURAL EDUCATION; \*AGRICULTURAL OCCUPATIONS; \*CURRICULUM GUIDES; AGRIBUSINESS; COURSE CONTENT; OCCUPATIONAL GUIDANCE; VOCATIONAL EDUCATION**  
**IDENTIFIERS - \*NEBRASKA**

**ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED FOR USE IN SECONDARY AGRICULTURAL-ORIENTED VOCATIONAL AND TECHNICAL EDUCATION PROGRAMS IN THE STATE OF NEBRASKA. THE MAJOR PURPOSE OF THE GUIDE IS TO FACILITATE THE INSTRUCTION OF PUPILS ENROLLED IN AGRIBUSINESS AND NATURAL RESOURCES OCCUPATIONS EDUCATION COURSES. INCLUDED ARE: (1) MAJOR PROGRAM OBJECTIVES, (2) A MODEL OF A TOTAL VOCATIONAL AGRICULTURE PROGRAM, AND (3) SPECIFICS ON HOW TO USE THE CURRICULUM IN THE TWELVE AREAS OUTLINED. TOPICS OF THE AREAS TO BE EXPLORED ARE: (1) AGRICULTURAL OCCUPATIONS, (2) ANIMAL SCIENCE, (3) CROP AND SOIL SCIENCE, (4) AGRICULTURAL MECHANICS, (5) AGRICULTURAL MARKETING AND MANAGEMENT, (6) SMALL ANIMALS AND PETS, (7) SUPERVISED EXPERIENCE PROGRAMS, (8) HORTICULTURE, (9) ECOLOGY, (10) COOPERATIVE EDUCATION PROGRAMS IN AGRICULTURAL OCCUPATIONS, (11) THE FUTURE FARMERS OF AMERICA, AND (12) CONTINUING EDUCATION. (SN)**

**VT 100 420**  
**FLOOR COVERING WORKBOOK: PART 2: CARPETING.**

**CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.**  
**MF AVAILABLE IN VT-ERIC SET.**



PUB DATE - 72 121P.

DESCRIPTORS - \*APPRENTICESHIPS;  
\*CARPETING; \*FLOOR LAYERS;  
\*TRAINEES; \*WORKBOOKS;  
INSTRUCTIONAL MATERIALS

ABSTRACT - THIS WORKBOOK WAS DEVELOPED TO PROVIDE APPRENTICE FLOOR COVERING TRAINEES IN THE STATE OF CALIFORNIA WITH THE NECESSARY INFORMATION TO MEET THE TECHNICAL DEMANDS OF THE CARPETING TRADE. TITLES OF THE INSTRUCTIONAL UNITS TO BE EXPLORED ARE: (1) INTRODUCTION TO THE TRADE, (2) MATERIALS OF THE INDUSTRY, (3) TOOLS OF THE TRADE, (4) CARPET PREPARATION, AND (5) CARPET INSTALLATION. A GLOSSARY AND LISTING OF INSTRUCTIONAL MATERIALS ARE INCLUDED AS WELL AS STUDY GUIDES FOR EACH OF THE UNITS PRESENTED. (AUTHOR/SN)

VT 100 421  
HIGH SCHOOL DRIVER AND TRAFFIC SAFETY EDUCATION IN THE STATE OF ARIZONA. ADMINISTRATIVE RESOURCE GUIDE.

ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 63P.

DESCRIPTORS - \*ADMINISTRATOR  
GUIDES; \*DRIVER EDUCATION;  
\*RESOURCE GUIDES; \*TRAFFIC SAFETY;  
RESOURCE MATERIALS; SECONDARY  
GRADES  
IDENTIFIERS - \*ARIZONA

ABSTRACT - THIS RESOURCE GUIDE IS DESIGNED TO INTRODUCE THE NEWLY AUTHORIZED OFFICIAL APPROVAL PROGRAM FOR HIGH SCHOOL DRIVER EDUCATION IN THE STATE OF ARIZONA AND TO ASSIST SCHOOL ADMINISTRATORS AND DRIVER AND SAFETY EDUCATORS IN THE DEVELOPMENT, EXPANSION, AND FURTHER IMPROVEMENT OF DRIVER EDUCATION PROGRAMS ALREADY OPERATING IN THEIR SCHOOLS. IN ADDITION TO THE OFFICIAL APPROVAL PROGRAM ENCLOSURE PROVIDED ARE INFORMATIONAL TIPS ON INSTRUCTION AND PLANNING OF DRIVER SAFETY EDUCATION PROGRAMS AS WELL AS APPENDIXES LISTING INSTRUCTIONAL AND BIBLIOGRAPHICAL RESOURCES. (AUTHOR/SN)

VT 100 422  
HOMEMAKING IN THE MIDDLE SCHOOL.

PERRY TOWNSHIP METROPOLITAN SCHOOL DISTRICT, INDIANAPOLIS, IND.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - SEP71 17P.

DESCRIPTORS - \*CURRICULUM GUIDES;  
\*HOME ECONOMICS EDUCATION;  
\*HOMEMAKING EDUCATION; \*MIDDLE

BEST COPY AVAILABLE SCHOOLS; COURSE CONTENT;  
HOMEMAKING SKILLS  
IDENTIFIERS - \*INDIANA

ABSTRACT - THIS CURRICULUM GUIDE OUTLINES THE HOMEMAKING PROGRAM FOR GRADES 6, 7, AND 8 IN INDIANA'S METROPOLITAN SCHOOL DISTRICT OF PERRY TOWNSHIP. INCLUDED ARE: (1) THE MIDDLE SCHOOL PHILOSOPHY, (2) GENERAL OBJECTIVES OF THE PROGRAM, (3) A RECOMMENDED TIME SCHEDULE FOR HOMEMAKING COURSES, AND (4) SPECIFIC OBJECTIVES AND COURSE CONTENT FOR THE HOMEMAKING COURSES TO BE TAUGHT AT THE MIDDLE SCHOOL LEVEL. THE COURSES GIVEN (ACCORDING TO THEIR RESPECTIVE GRADES) ARE: (1) SIXTH GRADE CLOTHING AND FOODS, (2) SEVENTH GRADE FOODS AND NUTRITION, CHILD CARE, GROOMING, AND BOYS' HOMEMAKING, AND (3) EIGHTH GRADE GIRLS' HOUSING AND CONSUMER EDUCATION, AND CLOTHING FOR BOYS AND GIRLS. (SN)

VT 100 423  
LEE, JASPER S., AND OTHERS  
A GUIDE FOR TEACHING AGRICULTURAL SUPPLIES/SERVICES.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1005  
CURRICULUM COORDINATING UNIT,  
MISSISSIPPI STATE UNIVERSITY, P.O.  
DRAWER 0X, MISSISSIPPI STATE, MS  
39762 (\$1.00)  
PUB DATE - 72 37P.

DESCRIPTORS - \*AGRICULTURAL  
EDUCATION; \*AGRICULTURAL SUPPLIES;  
\*TEACHING GUIDES; COURSE CONTENT;  
VOCATIONAL EDUCATION

ABSTRACT - THIS PUBLICATION WAS DEVELOPED TO ASSIST TEACHERS OF AGRICULTURE IN PROVIDING APPROPRIATE INSTRUCTION IN AGRICULTURAL SUPPLIES AND SERVICES. TO FACILITATE THIS EFFORT, THE FOLLOWING CONTENTS ARE INCLUDED: (1) AN OUTLINE OF SUGGESTED INSTRUCTIONAL CONTENT, (2) A LIST OF SUGGESTED LEARNING ACTIVITIES FOR PUPILS, AND (3) A LIST OF SUGGESTED REFERENCES AND INSTRUCTIONAL RESOURCES. (AUTHOR/SN)

VT 100 424  
THAMES, CHARLIE, AND OTHERS  
A GUIDE FOR TEACHING AGRICULTURAL PRODUCTION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF

EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1004  
CURRICULUM COORDINATING UNIT,  
MISSISSIPPI STATE UNIVERSITY, P.O.  
DRAWER DX, MISSISSIPPI STATE, MS  
39762 (\$1.00)  
PUB DATE - 72 37P.

DESCRIPTORS - \*AGRICULTURAL  
EDUCATION; \*AGRICULTURAL  
PRODUCTION; \*CURRICULUM GUIDES;  
\*TEACHING GUIDES; INSTRUCTIONAL  
MATERIALS; VOCATIONAL EDUCATION

ABSTRACT - THIS GUIDE WAS  
DEVELOPED TO ASSIST TEACHERS OF  
AGRICULTURAL PRODUCTION IN THEIR  
INSTRUCTIONAL EFFORTS. INCLUDED IN  
IT ARE: (1) A STATEMENT OF  
PURPOSE, (2) A LIST OF THE  
OBJECTIVES TO BE ACHIEVED, (3) AN  
EXPLANATION OF THE CODING SYSTEM  
USED FOR CLASSIFYING AGRICULTURAL  
PRODUCTION, (4) AN OUTLINE  
DENOTING THE INSTRUCTIONAL UNITS  
CONTAINED, AND (5) SUGGESTED  
RANGES OF TIME FOR INSTRUCTION. A  
LIST OF STUDENT ACTIVITIES AND  
SUGGESTED REFERENCES ARE GIVEN FOR  
EACH OF THE TOPICS PRESENTED. (SN)

VT 100 425  
ROBBINS, R.B., AND OTHERS  
A GUIDE FOR TEACHING BASIC  
AGRICULTURE.

MISSISSIPPI STATE UNIV., STATE  
COLLEGE. CURRICULUM COORDINATING  
UNIT.; MISSISSIPPI STATE DEPT. OF  
EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1003  
CURRICULUM COORDINATING UNIT,  
MISSISSIPPI STATE UNIVERSITY, P.O.  
DRAWER DX, MISSISSIPPI STATE, MS  
39762 (\$1.00)  
PUB DATE - 72 35P.

DESCRIPTORS - \*AGRICULTURAL  
EDUCATION; \*AGRICULTURE;  
\*CURRICULUM GUIDES; \*TEACHING  
GUIDES; INSTRUCTIONAL MATERIALS;  
VOCATIONAL EDUCATION

ABSTRACT - THIS GUIDE WAS  
DEVELOPED TO AID IN THE  
FACILITATION OF INSTRUCTION IN  
BASIC AGRICULTURE. INCLUDED IN ITS  
CONTENTS ARE: (1) A STATEMENT OF  
PURPOSE, (2) A LIST OF THE  
OBJECTIVES TO BE ACCOMPLISHED, (3)  
A BRIEF EXPLANATION OF THE SYSTEM  
USED FOR CODING BASIC AGRICULTURE,  
(4) AN INSTRUCTIONAL OUTLINE  
DENOTING THE TEN TOPICS TO BE  
PRESENTED, AND (5) SUGGESTED  
RANGES OF TIME FOR INSTRUCTION. A  
LIST OF STUDENT ACTIVITIES AND  
SUGGESTED REFERENCES ARE GIVEN FOR  
EACH OF THE TOPICS PRESENTED. (SN)

VT 100 426  
BROWN, RONALD A.  
A GUIDE FOR TEACHING ORNAMENTAL  
HORTICULTURE.

MISSISSIPPI STATE UNIV., STATE  
COLLEGE. CURRICULUM COORDINATING  
UNIT.; MISSISSIPPI STATE DEPT. OF  
EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1008  
CURRICULUM COORDINATING UNIT,  
MISSISSIPPI STATE UNIVERSITY, P.O.  
DRAWER DX, MISSISSIPPI STATE, MS  
39762 (\$1.00)  
PUB DATE - 72 36P.

DESCRIPTORS - \*FLORICULTURE;  
\*HORTICULTURE; \*ORNAMENTAL  
HORTICULTURE; \*PLANT SCIENCE;  
\*TEACHING GUIDES; AGRONOMY;  
VOCATIONAL AGRICULTURE

ABSTRACT - THE INSTRUCTION  
OUTLINED IN THIS GUIDE IS DESIGNED  
TO ASSIST IN THE TEACHING OF  
ORNAMENTAL HORTICULTURE. CONTENTS  
INCLUDE: (1) A STATEMENT OF  
PURPOSE, (2) A LIST OF THE GENERAL  
COURSE OBJECTIVES, (3) SUGGESTED  
RANGES OF TIME FOR INSTRUCTION,  
AND (4) A TOTAL OF 16 TOPICAL  
UNITS COVERING AREAS RANGING FROM  
OCCUPATIONAL OPPORTUNITIES IN  
ORNAMENTAL HORTICULTURE TO PLANT  
SCIENCE AND HOW TO SECURE AND  
MAINTAIN A JOB AND/OR BUSINESS IN  
THE FIELD. IN ADDITION, SUGGESTED  
LEARNING ACTIVITIES AND REFERENCES  
ARE GIVEN FOR EACH OF THE UNIT  
PRESENTED. (SN)

VT 100 427  
BROWN, RONALD A., AND OTHERS  
A GUIDE FOR TEACHING AGRICULTURAL  
MECHANICS.

MISSISSIPPI STATE UNIV., STATE  
COLLEGE. CURRICULUM COORDINATING  
UNIT.; MISSISSIPPI STATE DEPT. OF  
EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1006  
CURRICULUM COORDINATING UNIT,  
MISSISSIPPI STATE UNIVERSITY, P.O.  
DRAWER DX, MISSISSIPPI STATE, MS  
39762 (\$1.00)  
PUB DATE - 72 44P.

DESCRIPTORS - \*AGRICULTURAL  
EDUCATION; \*AGRICULTURAL  
ENGINEERING; \*AGRICULTURE;  
\*CURRICULUM GUIDES; \*TEACHING  
GUIDES; VOCATIONAL EDUCATION

ABSTRACT - THE INSTRUCTION  
OUTLINED IN THIS GUIDE IS DESIGNED  
TO DEVELOP A BROAD BASE OF  
COMPETENCIES IN ALL AREAS OF  
AGRICULTURAL MECHANICS. SO AS TO



INCREASE ITS EFFECTIVENESS, IT IS SUGGESTED THAT THE GUIDE BE USED ALONG WITH THE BOOK, AGRICULTURAL MECHANICS INSTRUCTION IN SECONDARY SCHOOLS. IN ADDITION TO THE 16 TOPICS AND SUGGESTED LEARNING ACTIVITIES AND REFERENCES PRESENTED, ARE STATEMENTS OF PURPOSE AND OBJECTIVES AS WELL AS SUGGESTED RANGES OF TIME FOR INSTRUCTION. (AUTHOR/SN)

VT 100 428

ROBBINS, B.B., AND OTHERS  
A GUIDE FOR TEACHING AGRICULTURAL RESOURCES.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
AGRICULTURE-PUB-1009  
CURRICULUM COORDINATING UNIT,  
MISSISSIPPI STATE UNIVERSITY, P.O.  
DRAWER DX, MISSISSIPPI STATE, MS  
39762 (\$1.00)  
PUB DATE - 72 35P.

DESCRIPTORS - \*AGRICULTURE;  
\*CONSERVATION EDUCATION; \*NATURAL  
RESOURCES; \*TEACHING GUIDES;  
\*WILDLIFE MANAGEMENT; CURRICULUM  
GUIDES; FORESTRY; SOIL  
CONSERVATION

ABSTRACT - THIS GUIDE WAS DEVELOPED TO FACILITATE THE IMPROVEMENT OF INSTRUCTION IN THE AREA OF AGRICULTURAL RESOURCES AND THEIR MAINTENANCE. INCLUDED ARE SOME 16 TOPICAL UNITS AND SUGGESTED LEARNING ACTIVITIES AND REFERENCES FOR EACH AS WELL AS A STATEMENT OF PURPOSE, A LISTING OF THE OBJECTIVES TO BE ACCOMPLISHED, AND SUGGESTED RANGES OF TIME FOR INSTRUCTION. (SN)

VT 100 429

CURRICULUM BASED UNIT PLANS: K-6.  
COMPREHENSIVE CAREER EDUCATION  
DEVELOPMENT PROJECT.

MUSKEGON PUBLIC SCHOOLS, MICH.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 274P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*INTEGRATED CURRICULUM;  
\*OCCUPATIONAL INFORMATION;  
\*TEACHING GUIDES; \*UNITS OF STUDY  
(SUBJECT FIELDS); CLASSROOM  
ACTIVITIES; ELEMENTARY GRADES;  
OCCUPATIONAL CLUSTERS  
IDENTIFIERS - \*MUSKEGON PUBLIC  
SCHOOLS

ABSTRACT - THESE UNITS OF INSTRUCTION CONTAIN TEACHING GUIDES FOR GRADES 2-6 WHICH INTEGRATE CAREER EDUCATION CONCEPTS INTO THE EXISTING SCHOOL

CURRICULUM IN THE MUSKEGON PUBLIC SCHOOLS. COLOR-KEYED BY GRADE LEVEL. EACH UNIT CONTAINS A 5-COLUMN GUIDE DETAILING THE CONCEPTS, OBJECTIVES, CLASSROOM ACTIVITIES, RESOURCE MATERIALS, AND EVALUATIONS FOR AN OCCUPATIONAL CLUSTER. THE MATERIAL FOR EACH GRADE LEVEL IS INTRODUCED BY A LISTING OF THE UNITS WITH TEXT AND CHAPTER REFERENCES. (AUTHOR/MU)

VT 100 430

CURRICULUM BASED UNIT PLANS: 7-9.  
COMPREHENSIVE CAREER EDUCATION  
DEVELOPMENT PROJECT.

MUSKEGON PUBLIC SCHOOLS, MICH.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 390P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*INTEGRATED CURRICULUM;  
\*OCCUPATIONAL INFORMATION;  
\*TEACHING GUIDES; \*UNITS OF STUDY  
(SUBJECT FIELDS); CLASSROOM  
ACTIVITIES; OCCUPATIONAL CLUSTERS;  
SECONDARY GRADES  
IDENTIFIERS - \*MUSKEGON PUBLIC  
SCHOOLS

ABSTRACT - THESE UNITS OF INSTRUCTIONAL MATERIALS PROVIDE TEACHING GUIDES FOR GRADES 7-9 TO INTRODUCE CAREER EXPLORATION TO JUNIOR HIGH SCHOOL STUDENTS IN THE MUSKEGON PUBLIC SCHOOLS. EACH UNIT CONTAINS A 5-COLUMN TEACHING GUIDE DETAILING THE CONCEPTS, PERFORMANCE OBJECTIVES, CLASSROOM ACTIVITIES, RESOURCE MATERIALS, AND EVALUATION DEVICES FOR AN OCCUPATIONAL CLUSTER. THE CONTENTS OF THE CURRICULUM INCLUDE UNITS IN CLOTHING, GEOGRAPHY, MATHEMATICS, AND PHYSICAL EDUCATION FOR GRADE 7, UNITS IN ENGLISH, PCMF, ECONOMICS, INDUSTRIAL ARTS, AND SCIENCE FOR GRADE 8, AND ENGLISH FOR GRADE 9. (MU)

VT 100 431

OPERATION SAFETY: A MULTI-VEHICLE  
LABORATORY CONTINUOUS PROGRESS  
PROGRAM FOR TRAFFIC EDUCATION.

SAINT BERNARD PARISH SCHOOLS,  
CHALMETTE, LA.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - APR 72 407P.

DESCRIPTORS - \*DRIVER EDUCATION;  
\*INDIVIDUALIZED CURRICULUM;  
\*SIMULATION; \*TRAFFIC SAFETY;  
\*VEHICULAR TRAFFIC; LARGE GROUP  
INSTRUCTION; MOTOR VEHICLES;  
SIMULATORS; SMALL GROUP  
INSTRUCTION  
IDENTIFIERS - \*ST BERNARD PARISH  
SCHOOLS

ABSTRACT - THIS DRIVER EDUCATION CURRICULUM AND TEACHING GUIDE IS THE RESULT OF A SUMMER WORKSHOP



FOR THE USE OF ST. BERNARD PARISH SCHOOLS. BEHAVIORAL OBJECTIVES DEFINE THE CONTENT AND THE SEQUENCE OF SUBJECT MATTER FOR INDIVIDUAL INSTRUCTION AS WELL AS FOR SMALL AND LARGE GROUPS. THE RESULT IS A COMPREHENSIVE COURSE PROVIDING AN INTERRELATED SEQUENTIAL SYSTEMS APPROACH TO DIVERSIFIED STUDIES AND USE OF THE SIMULATION LABORATORY, MULTI-VEHICLE LABORATORY, AND TRAFFIC ENVIRONMENT. CONTENTS INCLUDE: (1) AN INTRODUCTION TO THE PROGRAM, (2) INSTRUCTIONAL PERFORMANCE CURRICULUM--DIVERSIFIED STUDIES, AND (3) INSTRUCTIONAL PERFORMANCE CURRICULUM--SIMULATION LABORATORY, MULTI-VEHICLE LABORATORY, AND TRAFFIC ENVIRONMENT. A 3-COLUMN FORMAT FOR THE TEACHING GUIDE PROVIDES INSTRUCTIONAL MATERIAL, EPISODE ACTIVITIES, AND CONTENT OUTLINE. AN APPENDIX CONTAINS MAPS FOR THE MULTI-VEHICLE LABORATORY. (AUTHOR/MU)

#### VT 100 432

A COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT FOR THE SCHOOL DISTRICTS OF MUSKEGON AND MUSKEGON HEIGHTS, MICHIGAN.

MUSKEGON PUBLIC SCHOOLS, MICH.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 31P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*EDUCATIONAL OBJECTIVES;  
\*EDUCATIONAL PLANNING;  
\*EDUCATIONAL PROGRAMS;  
\*OCCUPATIONAL CLUSTERS; CURRICULUM  
PLANNING; VOCATIONAL EDUCATION  
IDENTIFIERS - \*MUSKEGON PUBLIC  
SCHOOLS

ABSTRACT - AN ECONOMIC, GEOGRAPHIC, AND DEMOGRAPHIC HISTORY OF THE AREA INTRODUCES THE EDUCATIONAL PROBLEMS THAT HAVE LEAD TO THE PILOT PROGRAM OF CAREER EDUCATION FOR GRADES K-12 IN THE MUSKEGON PUBLIC SCHOOLS. THE MAIN CONCEPTS WHICH CONSTITUTE THE BASE FOR THE COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT (CCEDP) ARE: (1) THE INTEGRATION OF CAREER EDUCATION INTO THE REGULAR INSTRUCTIONAL PROGRAM IN GRADES K-12, (2) THE CONCEPT OF THE REGULAR INSTRUCTIONAL PROGRAM AS A SIGNIFICANT ROLE IN OCCUPATIONAL GUIDANCE, AND (3) A REEVALUATION OF THE EXISTING VOCATIONAL SERVICES AT THE SECONDARY LEVEL. THE MUSKEGON MODEL DIVIDES THE SYSTEM INTO THREE MAJOR LEVELS OF ACTIVITY, CAREER AWARENESS, ANALYSIS, AND ACTION, AND ON A 12 X 3 MATRIX DEFINES GOALS FOR EACH INSTRUCTIONAL LEVEL. THE MCLEROY TEN-CLUSTER PLAN USED AS AN APPROACH PROVIDES THE PARAMETERS FOR THE DEVELOPMENT OF

OCCUPATIONALLY-ORIENTED UNITS OF PERFORMANCE-BASED CLASSROOM ACTIVITY. THEY ARE: (1) BUILDING CONSTRUCTION AND MAINTENANCE, (2) BUSINESS AND COMMERCE, (3) COMMUNICATIONS, (4) EXTRACTIVE INDUSTRIES, (5) HEALTH AND PERSONAL SERVICES, (6) MARINE INDUSTRIES, (7) MECHANICS AND METALWORKING, (8) PROTECTIVE SERVICES, (9) SPECIAL TECHNOLOGIES, AND (10) TEXTILES AND LEATHER. (AUTHOR/MU)

#### VT 100 433

RESOURCE GUIDE: K-12.  
COMPREHENSIVE CAREER EDUCATION  
DEVELOPMENT PROJECT.

MUSKEGON PUBLIC SCHOOLS, MICH.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 60P.

DESCRIPTORS - \*BIBLIOGRAPHIES;  
\*CAREER EDUCATION; \*DIRECTORIES;  
\*RESOURCE GUIDES; \*RESOURCE  
MATERIALS  
IDENTIFIERS - \*MUSKEGON PUBLIC  
SCHOOLS

ABSTRACT - THIS RESOURCE GUIDE CONTAINS A DIRECTORY OF SOURCES OF FREE PRINTED MATERIALS, CATALOGS, AND A LISTING OF CURRICULUM MATERIALS PURCHASED FOR THE SCHOOLS OF MUSKEGON AND MUSKEGON HEIGHTS, MICHIGAN. THEY ARE INTENDED TO BE USED TO ASSIST SCHOOL PERSONNEL IN ESTABLISHING CONTACT WITH PRIVATE, PUBLIC, COMMERCIAL, INDUSTRIAL, AND EDUCATION-ORIENTED INFORMATIONAL AGENCIES. REFERENCES INCLUDED IN THE GUIDE ARE DESIGNED TO PROVIDE A SELECTED SAMPLE OF AVAILABLE CAREER INFORMATION AND TO IDENTIFY CURRICULUM MATERIALS PRESENTLY BEING USED BY MUSKEGON TO PROVIDE CAREER INFORMATION FOR STUDENTS, PARENTS, TEACHERS, AND COUNSELORS. (AUTHOR/MU)

#### VT 100 434

SWANN, ALLEN F., AND OTHERS  
GUIDE TO BUSINESS EDUCATION:  
GRADES 9-12.

WARWICK SCHOOL DEPT., R.I.  
MF AVAILABLE IN VT-ERIC SET.  
CURRICULUM OFFICE, WARWICK SCHOOL  
DEPT., 24 WARWICK LAKE AVE.,  
WARWICK, RI 02889  
PUB DATE - SEP 71 186P.

DESCRIPTORS - \*BUSINESS EDUCATION;  
\*BUSINESS SUBJECTS; \*COURSE  
CONTENT; \*CURRICULUM GUIDES;  
\*PROGRAM CONTENT; EDUCATIONAL  
PROGRAMS; GUIDES; SECONDARY GRADES

ABSTRACT - DEVELOPED PRIMARILY FOR TEACHERS, COUNSELORS, AND ADMINISTRATORS AT THE SECONDARY LEVEL, THIS GUIDE IS INTENDED TO CREATE A BROADER UNDERSTANDING OF

THE BUSINESS EDUCATION PROGRAM CURRENTLY OPERATING IN THE PUBLIC SCHOOLS OF WARWICK, RHODE ISLAND. INCLUDED IN IT ARE: (1) AN INTRODUCTION, (2) A STATEMENT OF THE PHILOSOPHY OF BUSINESS EDUCATION, (3) A LIST OF THE GENERAL OBJECTIVES OF THE BUSINESS CURRICULUM, (4) A LIST OF THE PROGRAMS OF STUDY AVAILABLE IN BUSINESS EDUCATION, AND (5) A LIST OF THE COURSES COMPRISING THE CURRICULUM AS WELL AS COURSE OUTLINES FOR EACH. (SN)

**VT 100 435**

POWELL, G.G., JR.; WALKER, G.M. AGRICULTURAL MECHANICS INSTRUCTION IN SECONDARY SCHOOLS IN MISSISSIPPI. THE LABORATORY-WORK AREA APPROACH.

MISSISSIPPI STATE UNIV., STATE COLLEGE. DEPT. OF AGRICULTURAL EDUCATION.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION. MF AVAILABLE IN VT-ERIC SET. CURRICULUM COORDINATING UNIT, MISSISSIPPI STATE UNIVERSITY, P.O. DRAWER DX, MISSISSIPPI STATE, MS 39762 (\$2.00) PUB DATE - 73 54P. REVISED EDITION.

DESCRIPTORS - \*AGRICULTURAL ENGINEERING; \*EDUCATIONAL STRATEGIES; \*INSTRUCTIONAL INNOVATION; \*TRAINING LABORATORIES; \*VOCATIONAL AGRICULTURE; GUIDES; INSTRUCTIONAL IMPROVEMENT; INSTRUCTIONAL TECHNOLOGY; LABORATORY EQUIPMENT; SECONDARY GRADES; TEACHING METHODS

ABSTRACT - THIS PUBLICATION PROVIDES INSTRUCTIONS FOR ORGANIZING LABORATORY WORK AREAS FOR USE IN THE TEACHING OF AGRICULTURAL MECHANICS. INSTRUCTIONAL AREAS FOR WHICH SUGGESTED TOOLS, EQUIPMENT, AND MATERIALS LISTS ARE PRESENTED INCLUDE: (1) FARM POWER AND MACHINERY, (2) FARM BUILDING AND STRUCTURES, (3) ELECTRICITY, (4) WELDING, (5) CONCRETE AND MASONRY, (6) PLUMBING, (7) METAL, AND (8) TOOL FITTING. AN APPENDIX LISTING THE STATE APPROVED TOOLS AND EQUIPMENT WITH SPECIFICATIONS FOR VOCATIONAL AGRICULTURE DEPARTMENTS IN MISSISSIPPI IS GIVEN. (SN)

**VT 100 436**

HOMEMAKING: GETTING IT TOGETHER. HOME ECONOMICS, LEVEL II.

ELIZABETH PUBLIC SCHOOLS, N.J. MF AVAILABLE IN VT-ERIC SET. PUB DATE - JUL 71 79P.

DESCRIPTORS - \*HOME ECONOMICS; \*HOME ECONOMICS SKILLS;

BEST COPY AVAILABLE

\*HOMEMAKING SKILLS; \*SELF CARE SKILLS; \*SELF CONCEPT; CHILD CARE; FOODS INSTRUCTION; SEWING INSTRUCTION

ABSTRACT - THIS STUDY GUIDE FOR THE SECOND TERM COURSE IN HOME ECONOMICS CLASSES PROVIDES THE STUDENT WITH RECORDS OF DAILY PROGRESS, ACTIVITIES IN AND OUT OF THE CLASSROOM, AND A GENERAL ORGANIZATIONAL PLAN OF THE COURSE. SECTIONS ON SELF, HOMEMAKING, SEWING, CHILD CARE, AND NUTRITION AND COOKING INCLUDE SUBJECT MATTER INFORMATION, WORKSHEETS, PROGRESS REPORTS, AND VOCABULARY LISTS. A RELATED DOCUMENT FOR THE BEGINNING STUDENT IS AVAILABLE AS VT 100 437. (MU)

**VT 100 437**

HOMEMAKING: GETTING IT TOGETHER. HOME ECONOMICS, LEVEL I.

ELIZABETH PUBLIC SCHOOLS, N.J. MF AVAILABLE IN VT-ERIC SET. PUB DATE - JUL 71 98P.

DESCRIPTORS - \*HOME ECONOMICS; \*HOME ECONOMICS SKILLS; \*HOMEMAKING SKILLS; \*SELF CARE SKILLS; \*SELF CONCEPT; CHILD CARE; FOODS INSTRUCTION; SEWING INSTRUCTION

ABSTRACT - THIS STUDY GUIDE FOR THE BEGINNER IN HOME ECONOMICS CLASSES PROVIDES THE STUDENT WITH DAILY RECORDS OF PROGRESS, ACTIVITIES IN THE CLASSROOM AND AT HOME, AND A GENERAL ORGANIZATIONAL PLAN OF THE COURSE. SECTIONS ON SELF CONCEPT, HOMEMAKING, SEWING, CHILD CARE, AND NUTRITION AND COOKING INCLUDE SUBJECT MATTER INFORMATION, PROGRESS REPORTS, WORKSHEETS, AND VOCABULARY LISTS. A RELATED DOCUMENT FOR MORE ADVANCED STUDENTS IS AVAILABLE AS VT 100 436. (MU)

**VT 100 438**

JOB CORPS TRAINING STANDARD FOR SMALL GAS ENGINE REPAIR, D.O.T. CODE 625.281.

MANPOWER ADMINISTRATION (DOL). WASHINGTON, D.C. JOB CORPS. MF AVAILABLE IN VT-ERIC SET. DOL/JOB-CORPS-HDBK-440.64 PUB DATE - AUG 69 19P.

DESCRIPTORS - \*ENGINES; \*JOB SKILLS; \*MACHINE REPAIRMEN; \*STANDARDS; \*TRADE AND INDUSTRIAL EDUCATION; EVALUATION CRITERIA IDENTIFIERS - \*JOB CORPS

ABSTRACT - THIS MANUAL CONTAINS THE REQUIREMENTS FOR A JOB CORP MEMBER TO MEET IN ORDER TO RANK AS A GASOLINE ENGINE REPAIRMAN. GENERAL TASKS AND KNOWLEDGE NEEDED FOR SUCCESSFUL PERFORMANCE OF



DUTIES ARE ITEMIZED ON A 13-PAGE CHECK SHEET FOR THE USE OF THE CORPSMEMBER AND THE INSTRUCTOR. ITEMS ARE CLASSIFIED AS: (1) SAFETY, (2) GENERAL, (3) IGNITION SYSTEM, (4) CARBURETION, (5) VALVE TRAIN, (6) ENGINE REPAIR, (7) LUBRICATION SYSTEM, AND (8) COMMON ENGINE-RELATED REPAIRS. GENERAL EDUCATION LEVEL RANKINGS INCLUDE SKILLS IN READING, MATHEMATICS, LANGUAGE, HANDWRITING, SPEAKING, AND SOCIAL/ATTITUDINAL ACHIEVEMENTS. (MU)

VT 100 439  
RIMLAND, ANN HOPE  
CURRICULUM GUIDE FOR OFFICE PRACTICE.

CHICAGO BOARD OF EDUCATION, ILL.  
MF AVAILABLE IN VT-ERIC SET.  
BOARD OF EDUCATION OF THE CITY OF CHICAGO, 228 N. LASALLE ST., CHICAGO, IL 60601 (\$1.50)  
PUB DATE - 72 27P.

DESCRIPTORS - \*OFFICE OCCUPATIONS;  
\*OFFICE OCCUPATIONS EDUCATION;  
\*OFFICE PRACTICE; \*TEACHING GUIDES; CLERICAL WORKERS;  
SECONDARY GRADES; VOCATIONAL EDUCATION  
IDENTIFIERS - \*CHICAGO PUBLIC SCHOOLS

ABSTRACT - THIS GUIDE IS DESIGNED FOR CHICAGO SCHOOLS FOR USE BY TEACHERS AS A BASIC PLAN FOR WORK IN AN OFFICE PRACTICE CLASS THAT MEETS A DOUBLE PERIOD OF 80 MINUTES PER DAY. THE TEACHER MAY ENRICH OR SIMPLIFY EACH UNIT AS THE NEEDS AND INTERESTS OF THE CLASS DICTATE. GENERAL COURSE OBJECTIVES LIST SOCIAL AND ECONOMIC OBJECTIVES AND SKILLS AND COMPETENCIES. CONTENTS INCLUDE OBJECTIVES, SUBJECT MATTER, SUGGESTIONS TO THE TEACHER, CLASSROOM ACTIVITIES, AND REFERENCES FOR THESE FIVE UNITS: (1) ORIENTATION AND ORGANIZATION, (2) FILING, (3) MACHINE TRANSCRIPTION, (4) DUPLICATING, AND (5) COMPUTING MACHINES. (AUTHOR/MU)

VT 100 440  
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. VI-1. IN-SERVICE STRUCTURE OF EDUCATION; DEVELOPMENT OF PRACTICAL ARTS AND VOCATIONAL EDUCATION. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - OCT 71 79P.

DESCRIPTORS - \*EDUCATIONAL LEGISLATION; \*INDIVIDUALIZED CURRICULUM; \*LEARNING ACTIVITIES;

\*SCHEDULE MODULES; \*TEACHER EDUCATION CURRICULUM; \*VOCATIONAL EDUCATION; FEDERAL LEGISLATION; VOCATIONAL EDUCATION TEACHERS IDENTIFIERS - \*FLORIDA

ABSTRACT - THE EVOLUTION OF VOCATIONAL EDUCATION, INCLUDING PERTINENT LEGISLATION UP TO 1963, PROVIDES THE SUBJECT MATTER OF THIS MODULE IN A CURRICULUM FOR TEACHER EDUCATION. THE FOUR SPECIFIC OBJECTIVES TO BE ACHIEVED BY THE PARTICIPANTS ARE TO: (1) IDENTIFY FACTORS WHICH LED TO FEDERAL SUPPORT FOR VOCATIONAL EDUCATION, (2) IDENTIFY PHILOSOPHICAL PRINCIPLES AND EARLY PHILOSOPHERS WHICH SUPPORTED VOCATIONAL EDUCATION, (3) DESCRIBE SPECIFIC LEGISLATIVE ACTS FROM 1917 TO 1963 WHICH SUPPORTED VOCATIONAL EDUCATION, AND (4) JUSTIFY, ECONOMICALLY, PRESENT AND FUTURE FEDERAL AID TO VOCATIONAL EDUCATION. EACH UNIT CONTAINS LEARNING ACTIVITIES AND PARTICIPANT ASSESSMENTS. (AUTHOR/MU)

VT 100 441  
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. I-1. ORGANIZATION OF VOCATIONAL EDUCATION IN DADE COUNTY PUBLIC SCHOOLS. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUL 71 25P.

DESCRIPTORS - \*ADMINISTRATIVE ORGANIZATION; \*INDIVIDUALIZED CURRICULUM; SCHEDULE MODULES; \*TEACHER EDUCATION CURRICULUM; \*VOCATIONAL EDUCATION; COUNTY PROGRAMS; LEARNING ACTIVITIES; VOCATIONAL EDUCATION TEACHERS IDENTIFIERS - \*FLORIDA

ABSTRACT - THE ORGANIZATION OF VOCATIONAL EDUCATION IN DADE COUNTY, FLORIDA IS THE SUBJECT MATTER OF THIS MODULE IN A TEACHER EDUCATION CURRICULUM. THE THREE OBJECTIVES TO BE ACHIEVED BY EACH PARTICIPANT ARE TO: (1) DESCRIBE THE ADMINISTRATIVE ORGANIZATION OF THE VOCATIONAL DIVISION, (2) IDENTIFY AND DESCRIBE PROGRAM AREAS IN VOCATIONAL EDUCATION, AND (3) DESCRIBE THE LEVELS OF VOCATIONAL EDUCATION IN DADE COUNTY. PRE- AND POSTASSESSMENTS WITH ANSWER KEYS ARE INCLUDED AND EACH UNIT PROVIDES LEARNING ACTIVITIES. (AUTHOR/MU)

VT 100 442  
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. I-2. ORIENTATION: IN-SERVICE. TENTATIVE DRAFT.



DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUL71 45P.

DESCRIPTORS - \*INDUSTRIAL EDUCATION; \*LEARNING ACTIVITIES; \*SCHEDULE MODULES; \*TEACHER EDUCATION CURRICULUM; \*TEACHER INTERNS; \*VOCATIONAL EDUCATION TEACHERS; INTERNSHIP PROGRAMS; VOCATIONAL EDUCATION IDENTIFIERS - \*FLORIDA

ABSTRACT - THE FUNCTIONS AND RESPONSIBILITIES OF INTERNS IN THE TEACHER EDUCATION PROGRAM OF FLORIDA ARE THE SUBJECT OF THIS MODULE IN THE TEACHER EDUCATION CURRICULUM. THREE SPECIFIC OBJECTIVES DEFINING THE COURSE CONTENT ARE TO: (1) LIST THE REQUIREMENTS FOR CERTIFICATION, (2) RECOGNIZE B2 PERSONNEL AND DESCRIBE THEIR DUTIES, AND (3) DIFFERENTIATE BETWEEN INTERNSHIP AND STUDENT TEACHING. TESTS FOR PRE- AND POSTASSESSMENT AND LEARNING ACTIVITIES ARE INCLUDED. (AUTHOR/MU)

VT 100 443  
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. IV-3. EFFECTIVE TEACHING PROCEDURES. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUL71 28P.

DESCRIPTORS - \*LEARNING ACTIVITIES; \*SCHEDULE MODULES; \*TEACHER EDUCATION CURRICULUM; \*TEACHING PROCEDURES; \*VOCATIONAL EDUCATION TEACHERS; EFFECTIVE TEACHING IDENTIFIERS - \*FLORIDA

ABSTRACT - PROCEDURES IN EFFECTIVE TEACHING ARE THE SUBJECT OF THIS MODULE IN THE TEACHER EDUCATION CURRICULUM. THREE SPECIFIC OBJECTIVES DEFINING THE CONTENT ARE TO: (1) PREPARE STUDENTS AND FACILITIES FOR INSTRUCTION, (2) SUCCESSFULLY TEACH A 10-MINUTE MANIPULATIVE LESSON, AND (3) SUCCESSFULLY TEACH A 10-MINUTE RELATED LESSON. PRE- AND POSTASSESSMENTS AND LEARNING ACTIVITIES ARE INCLUDED. (AUTHOR/MU)

VT 100 444  
COMPREHENSIVE VOCATIONAL GUIDANCE PROGRAM FOR MODEL CITIES. PARTS I AND II. FINAL REPORT.

INDIANAPOLIS PUBLIC SCHOOLS, IND. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE),

BEST COPY AVAILABLE

WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
DEG-0-71-0683 (361)  
PUB DATE - 14MAR74 414P.

DESCRIPTORS - \*COMPREHENSIVE PROGRAMS; \*DEMONSTRATION PROJECTS; \*GUIDANCE PROGRAMS; \*OCCUPATIONAL GUIDANCE; FEDERAL PROGRAMS; REPORTS; SPECIAL PROGRAMS; VOCATIONAL COUNSELING; VOCATIONAL DEVELOPMENT IDENTIFIERS - \*MODEL CITIES

ABSTRACT - CONTAINED IN THIS TWO-VOLUME FINAL REPORT ARE THE HIGHLIGHTS OF THE MODEL CITIES COMPREHENSIVE GUIDANCE PROGRAM WHICH WAS INSTITUTED IN FEBRUARY OF 1971 AND CONTINUED THROUGH MARCH, 1974. INCLUDED IN THE PROGRAM WERE TEN TITLE I ELEMENTARY GUIDANCE COUNSELORS AND 18 JUNIOR HIGH SCHOOL COUNSELORS. AMONG THE GENERAL GOALS AND OBJECTIVES OF THE PROJECT WAS THAT OF DEVELOPING A STRONG VOCATIONAL GUIDANCE PROGRAM PLACING EMPHASIS MAINLY ON FOSTERING A GENERAL UNDERSTANDING OF THE WORLD OF WORK BY PUPILS PRIOR TO HIGH SCHOOL ENROLLMENT. THE FIRST VOLUME OF THE REPORT CONTAINS THE BASIC OPERATIONAL PROCEDURES AND OBJECTIVES OF THE PROJECT WHILE THE SECOND VOLUME CONTAINS APPENDICES WHICH INCLUDE IN THEM SUCH MATERIALS AS UNIT AND DAILY LESSON PLANS USED IN THE INSTRUCTIONAL PROCESS, RELATED INSTRUCTIONAL RESOURCES, SOURCES FROM WHICH TO OBTAIN INFORMATION ON FIELD TRIPS, A RECORD OF THE FIELD TRIPS TAKEN DURING THE PROJECT'S OPERATION, SAMPLE JOB DESCRIPTION BLANKS, TESTS USED IN EVALUATING STUDENTS' PERFORMANCE ON GIVEN TASKS, AND PROGRAM EVALUATION SHEETS. (SN)

VT 100 445  
GOLD, GRACE THERESA  
PEDIATRIC ASSISTANT: A PROGRAM DEVELOPMENT GUIDE.

IOWA UNIV., IOWA CITY. DIV. OF HEALTH AFFAIRS.  
MF AVAILABLE IN VT-ERIC SET.  
UNIVERSITY OF IOWA, PROGRAM IN HEALTH OCCUPATIONS EDUCATION, 135 MELROSE AVENUE, IOWA CITY, IOWA 52240 (\$1.50)  
PUB DATE - ND 97P.

DESCRIPTORS - \*ADMINISTRATOR GUIDES; \*HEALTH OCCUPATIONS EDUCATION; \*PHYSICIANS ASSISTANTS; \*PROGRAM GUIDES; \*PROGRAM PLANNING

ABSTRACT - THIS GUIDE IS DESIGNED TO HELP PLANNERS AND ADMINISTRATORS DEVELOP AND IMPLEMENT PROGRAMS FOR PREPARING TECHNICAL LEVEL PERSONNEL FOR THE PEDIATRIC MEDICAL TEAM. BECAUSE OF

ITS GENERIC NATURE IT MAY SERVE AS A PROTOTYPE FOR DEVELOPING PROGRAMS IN OTHER MEDICAL ASSISTING SPECIALITIES. THE GROWTH OF SUPPORTIVE HEALTH WORKERS WHO HAVE BEEN TRAINED IN LESS-THAN-BACCALAUREATE DEGREE PROGRAMS AND THE CAREER OPPORTUNITIES AND MOBILITY IN THE HEALTH FIELD PROVIDE BACKGROUND AND RATIONALE FOR THE PROGRAM. THE ROLE OF THE PEDIATRIC ASSISTANT, CONSIDERATIONS IN CURRICULUM DEVELOPMENT, AND A SURVEY OF POTENTIAL STUDENTS ARE DESCRIBED. THE ELEMENTS CONSIDERED IN THE PROGRAM INCLUDE: (1) ADVISORY COMMITTEES, (2) BUDGETS, (3) FACULTY, (4) CURRICULUM, (5) INSTRUCTIONAL RESOURCES, AND (6) RECORDS AND EVALUATION. (AUTHOR/MU)

VT 100 446  
PALMER, JOHN C.  
A GUIDE FOR TEACHING JUNIOR HIGH POWER MECHANICS.

SAN DIEGO CITY SCHOOLS, CALIF.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 217P.

DESCRIPTORS - \*ENGINES;  
\*INDUSTRIAL ARTS; \*INDUSTRIAL  
EDUCATION; \*POWER MECHANICS;  
\*TEACHING GUIDES; JUNIOR HIGH  
SCHOOL STUDENTS; MANUALS;  
SECONDARY GRADES  
IDENTIFIERS - \*SAN DIEGO CITY  
SCHOOLS

ABSTRACT - THIS MANUAL FOR A 1-SEMESTER COURSE IN INDUSTRIAL EDUCATION IN THE SAN DIEGO CITY SCHOOLS IS A TEACHER'S GUIDE PROVIDING, IN A 4-COLUMN FORMAT, THE TOPICS, SPECIAL UNIT OBJECTIVES, SUGGESTED ACTIVITIES, AND MATERIALS NEEDED. AN INTRODUCTION TO THE TEACHER LISTS THE TEXTS REFERRED TO. THE FOUR UNITS OF INSTRUCTION ARE: (1) ORIENTATION AND SAFETY, (2) DEVELOPMENT OF POWER, (3) PISTON ENGINES, AND (4) SERVICING AND RECONDITIONING. THE APPENDIX CONTAINS REFERENCES, WORK SHEETS, LAB ASSIGNMENTS, AND TESTS, ALL KEYED TO APPROPRIATE SECTIONS OF THE GUIDE. (MU)

VT 100 447  
CAREER EDUCATION QUESTIONNAIRE:  
GRADES 4-6.

MINNESOTA RESEARCH COORDINATING  
UNIT IN OCCUPATIONAL EDUCATION,  
MINNEAPOLIS.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 7P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*ELEMENTARY GRADES; \*OCCUPATIONAL  
INFORMATION; \*TESTS  
IDENTIFIERS - \*WORLD OF WORK

ABSTRACT - THIS QUESTIONNAIRE CONCERNING CERTAIN ASPECTS OF THE WORLD OF WORK IS PRESENTED IN TWO PARTS. THE FIRST PART CONTAINS MATCHING ITEMS AND THE SECOND, MULTIPLE CHOICE. THE INSTRUMENT IS INTENDED TO BE USED TO HELP THE TEACHER IN GRADES 4-6 ASSESS A PUPIL'S UNDERSTANDING OF THE WORLD OF WORK. EIGHT MATCHING AND 20 MULTIPLE CHOICE QUESTIONS ARE INCLUDED. A GUIDE FOR ADMINISTERING THE CAREER EDUCATION TESTS IS AVAILABLE AS VT 020 999. (MU)

VT 100 448  
CAREER EDUCATION QUESTIONNAIRE.  
GRADE K-3: FORM A.

MINNESOTA RESEARCH COORDINATING  
UNIT IN OCCUPATIONAL EDUCATION,  
MINNEAPOLIS.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 8P.

DESCRIPTORS - \*OCCUPATIONAL  
INFORMATION; \*OCCUPATIONS;  
\*PRIMARY GRADES; \*QUESTIONNAIRES;  
\*TESTS

ABSTRACT - THIS QUESTIONNAIRE CONCERNING THE WORK PEOPLE DO IS PRESENTED IN PICTURES FOR GRADES K-3 WITH THE TEACHER READING THE INSTRUCTIONS AS THE CLASS GOES THROUGH THE TEST. ONE ROW OF PICTURES AFTER ANOTHER. THE IDEA IS FOR THE PUPIL TO RECOGNIZE FROM THE THREE PICTURES IN EACH TEST ITEM, JUST WHICH ONES THE TEACHER IS DESCRIBING. THE TEST INCLUDES ONE SAMPLE AND 29 TEST ITEMS. A GUIDE FOR ADMINISTERING CAREER EDUCATION TESTS IS AVAILABLE AS VT 020 999. (MU)

VT 100 449  
A CAREER ORIENTATION AND  
EXPLORATION GUIDE FOR TEACHERS OF  
PRACTICAL ARTS SUBJECTS:  
INDUSTRIAL ARTS, HOMEMAKING,  
BUSINESS EDUCATION, MIDDLE/JUNIOR  
HIGH SCHOOL. A UNIT IN CAREER  
EDUCATION.

TULSA PUBLIC SCHOOLS, OKLA.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 51P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CURRICULUM GUIDES; \*JUNIOR HIGH  
SCHOOLS; \*OCCUPATIONAL  
INFORMATION; \*PROGRAM  
DESCRIPTIONS; BUSINESS EDUCATION;  
FAMILY LIFE EDUCATION; INDUSTRIAL  
ARTS; SECONDARY GRADES  
IDENTIFIERS - \*TULSA PUBLIC  
SCHOOLS; CAREER EXPLORATION

ABSTRACT - THIS GUIDE IS DESIGNED  
FOR TEACHERS OF THE JUNIOR HIGH  
SCHOOL GRADES TO USE IN  
INTEGRATING CAREER EDUCATION



CONCEPTS OF CAREER CLUSTERS INTO THE TULSA CITY SCHOOLS. CLASSES OF INDUSTRIAL ARTS, BUSINESS EDUCATION, AND FAMILY LIFE ARE USED AS THE VEHICLES IN IMPLEMENTING THE PROGRAM. PART 1 INTRODUCES PATTERNS OF EMPLOYMENT, THE MAJOR OCCUPATIONAL AREAS, AND INFORMATION AND REQUIREMENTS FOR ADMISSION INTO OCCUPATIONAL TRAINING PROGRAMS. PART 11 ANALYZES THE MAJOR OCCUPATIONS TO PRESENT THE OCCUPATIONAL CLUSTERS USEFUL IN AN EXPLORATION OF CAREER POSSIBILITIES. (MU)

VT 100 450  
DIVERSIFIED OCCUPATIONS  
COORDINATOR'S HANDBOOK.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 70P.

DESCRIPTORS - \*ADMINISTRATOR GUIDES; \*ADMINISTRATOR ROLE; \*COORDINATORS; \*PROGRAM GUIDES; \*WORK EXPERIENCE PROGRAMS; VOCATIONAL DEVELOPMENT; WORK STUDY PROGRAMS  
IDENTIFIERS - \*SOUTH CAROLINA

ABSTRACT - THIS PROGRAM GUIDE FOR ADMINISTRATORS AND COORDINATORS IN THE SECONDARY SCHOOLS OF SOUTH CAROLINA IS DESIGNED TO HELP ESTABLISH OR IMPROVE DIVERSIFIED OCCUPATIONS PROGRAM. IN THESE PROGRAMS, STUDENTS IN REGULAR HIGH SCHOOLS RECEIVE ON-THE-JOB TRAINING UNDER SCHOOL SUPERVISION IN LOCAL INDUSTRIAL OR BUSINESS ESTABLISHMENTS FOR A PART OF THE DAY. GOALS, REQUIREMENTS, ROLES OF THE PARTICIPANTS, AND USE OF ADVISORY COMMITTEES ARE DETAILED. THE FUNCTIONS OF THE COORDINATOR ARE RELATED TO THE ENROLLMENT OF STUDENTS, THEIR PLACEMENT, THE SELECTION OF TRAINING STATIONS, AND THE SUPERVISION AND EVALUATION OF THE STUDENT ON THE JOB. PUBLIC RELATIONS, LEGAL REQUIREMENTS IN THE STATE, THE SCHOOL RECORDS AND REPORTS NEEDED BY THE SCHOOL SYSTEM ARE DESCRIBED. AN APPENDIX SUPPLIES REFERENCE MATERIALS FOR THE ADMINISTRATOR AND THE COORDINATOR. (MU)

VT 100 451  
CURRICULUM GUIDE FOR OFFICE  
OCCUPATIONS.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 88P.

DESCRIPTORS - \*BUSINESS EDUCATION; \*BUSINESS SUBJECTS; \*OFFICE OCCUPATIONS EDUCATION; \*STATE CURRICULUM GUIDES; \*TEACHING GUIDES; COURSE CONTENT; SECONDARY GRADES  
IDENTIFIERS - \*SOUTH CAROLINA

ABSTRACT - THIS STATE CURRICULUM GUIDE PROVIDES ALL SOUTH CAROLINA BUSINESS TEACHERS WITH A REFERENCE BOOK OF SUBJECT AREA GUIDELINES FOR OFFICE OCCUPATIONS. FOR EACH SUBJECT AREA, AN INTRODUCTION AND A SET OF STUDENT OBJECTIVES ARE GIVEN, THE COURSE CONTENT IS OUTLINED, AND SUGGESTED EVALUATIONS ARE OFFERED. UNITS ARE INCLUDED FOR THE FOLLOWING SUBJECT AREAS: (1) BOOKKEEPING, (2) BUSINESS COMMUNICATIONS, (3) BUSINESS LAW, (4) BUSINESS MATHEMATICS, (5) DATA PROCESSING, (6) INTRODUCTION TO BUSINESS, (7) KEYPUNCH TRAINING, (8) OFFICE MACHINES, (9) OFFICE PRACTICE, (10) RECORD KEEPING, (11) SHORTHAND, AND (12) TYPEWRITING. (MU)

VT 100 452  
ELLIS, OWEN H.  
MERCHANDISING FOR PROFIT:  
EFFECTIVE BUYING AND SELLING  
PRACTICES. A CURRICULUM GUIDE.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 76P. FEATURING THE  
ROLE OF THE BUYER.

DESCRIPTORS - \*DISTRIBUTIVE EDUCATION; \*MARKETING; \*MERCHANDISING; \*RETAILING; MERCHANDISE INFORMATION; PROJECT TRAINING METHODS; PURCHASING; STATE CURRICULUM GUIDES  
IDENTIFIERS - \*RETAIL STORE BUYERS

ABSTRACT - THIS STATE CURRICULUM GUIDE FOR A HIGH SCHOOL OR POSTSECONDARY COURSE IN RETAIL MERCHANDISING GIVES THE INSTRUCTOR A 2-COLUMN FORMAT OF CONCEPTS FROM ECONOMICS, MARKETING, AND RETAILING SIDE-BY-SIDE WITH APPROPRIATE TEACHING TECHNIQUES. STUDENT PROJECTS ARE INSERTED AS SUGGESTIONS FOR THE DEVELOPMENT OF STUDENT ACTIVITIES. SUBJECT MATERIAL COVERS THE FOLLOWING GENERAL TOPICS: (1) RETAILING OPERATIONS, (2) THE MERCHANDISING PROGRAM, (3) MERCHANDISE CONTROL, AND (4) SALES PROMOTION. EMPHASIS IS PLACED ON THE ROLE OF THE BUYER AS THE KEY PERSON IN MERCHANDISING. (MU)



VT 100 453  
HOW TO BUY FOOD: LESSON AIDS FOR  
TEACHERS.

DEPARTMENT OF AGRICULTURE,  
WASHINGTON, D.C. AGRICULTURAL  
MARKETING SERVICE.  
MF AVAILABLE IN VT-ERIC SET.  
AGRI-HANDBOOK-443  
SUPERINTENDENT OF DOCUMENTS, J.S.  
GOVERNMENT PRINTING OFFICE,  
WASHINGTON D.C. 20402 (\$1.80)  
PUB DATE - MAY73 53P.

DESCRIPTORS - \*CONSUMER EDUCATION;  
\*FOODS INSTRUCTION; \*HOME  
ECONOMICS; \*HOME ECONOMICS  
EDUCATION; \*NUTRITION INSTRUCTION;  
HOME MANAGEMENT

ABSTRACT - THIS MANUAL OF LESSON  
AIDS FOR MAY, 1973 PROVIDES  
TEACHERS OF HOME ECONOMICS AND  
CONSUMER EDUCATION CLASSES WITH  
REFERENCES, SUGGESTIONS FOR CLASS  
PREPARATION, AND BACKGROUND  
INFORMATION ON THE U.S. DEPARTMENT  
OF AGRICULTURE'S GRADING SERVICES.  
COURSE CONTENT MATERIAL CONCERNS  
BUYING, JUDGING, COMPARING COSTS,  
AND THE AVAILABILITY OF MEATS,  
DAIRY PRODUCTS, EGGS, POULTRY,  
FRESH FRUITS AND VEGETABLES, AND  
CANNED AND FROZEN FRUITS AND  
VEGETABLES. EACH UNIT INCLUDES  
OBJECTIVES, TEACHING MATERIALS AND  
SUGGESTIONS, A GLOSSARY OF RELATED  
TERMS, AND SUBJECT MATTER CONTENT.  
A NUMBER OF SHORT TESTS WITH  
ANSWER KEYS ARE INCLUDED. (MJ)

VT 100 454  
FIRE SIMULATOR INSTRUCTOR'S GUIDE

FOREST SERVICE (DOA), WASHINGTON,  
D.C.  
MF AVAILABLE IN VT-ERIC SET.  
TT-81-(5100)  
PUB DATE - AUG72 184P. REVISED  
AUGUST, 1972

DESCRIPTORS - \*FIRE FIGHTERS;  
\*SIMULATION; \*SIMULATORS; \*TEACHER  
EDUCATION; \*TEACHING GUIDES; FIRE  
SCIENCE EDUCATION; TRADE AND  
INDUSTRIAL EDUCATION

ABSTRACT - TO AID INSTRUCTORS IN  
PREPARING AND CONDUCTING TRAINING  
EXERCISES USING FIRE SIMULATORS,  
THIS TEXT PROVIDES A GUIDE FOR  
EXERCISE PREPARATION, THREE SAMPLE  
EXERCISES, AND INFORMATION ON  
SIMULATOR MAINTENANCE. USED AS THE  
BASIC TEXT FOR REGIONAL-LEVEL  
INSTRUCTORS IN QUALIFYING  
SIMULATOR INSTRUCTOR TEAMS AT THE  
NATIONAL FOREST LEVEL, THIS GUIDE  
PRESENTS MATERIAL IN A MANNER  
SIMILAR TO A PROGRAMED TEXT--SMALL  
BITS AT A TIME WITH FREQUENT  
SUMMARIZATIONS AND SELF TESTS. THE  
INTRODUCTION TAKES THE INSTRUCTOR  
THROUGH AN ANALYSIS OF JOB

PERFORMANCE, THE USE OF TRAINING,  
THE MARKS OF QUALITY INSTRUCTION,  
AND THE ROLE OF SIMULATORS IN THE  
TEACHING PROCESS. USEFUL WORKING  
DRAWINGS, SAMPLE WORKSHEETS, MAPS  
AND CHARTS OF PARTICULAR PROBLEMS,  
AND A FEW ART REPRODUCTIONS OF  
EARLY ILLUSTRATIONS ADD  
SIGNIFICANCE TO THE TEXT. A SAMPLE  
PRESS RELEASE AND A GLOSSARY OF  
TERMS ARE INCLUDED. (MJ)

VT 100 455  
SOLOMITA, ARMAND R.  
SUBJECT-RELATED OCCUPATIONS,  
GRADES 7-9.

SOUTHINGTON PUBLIC SCHOOLS, CONN.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 33P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CLASS ACTIVITIES; \*INTEGRATED  
CURRICULUM; \*LEARNING ACTIVITIES;  
\*MANUALS  
IDENTIFIERS - \*SOUTHINGTON PUBLIC  
SCHOOLS

ABSTRACT - THIS MANUAL IS DESIGNED  
TO ASSIST THE JUNIOR HIGH SCHOOL  
TEACHERS IN THE SOUTHINGTON  
SCHOOLS IN INTRODUCING CAREER  
EDUCATION CONCEPTS INTO THE  
CURRICULUM. SEVERAL CLASSROOM  
ACTIVITIES ARE PROVIDED FOR EACH  
OF THE FOLLOWING CLASSES:  
MATHEMATICS, ENGLISH, SCIENCE,  
LANGUAGES, SOCIAL STUDIES,  
BUSINESS, HOME ECONOMICS, ART,  
PHYSICAL EDUCATION, AND INDUSTRIAL  
ARTS. (MJ)

VT 100 456  
SOLOMITA, ARMAND R., COMP.  
INFORMATION ON CAREERS.

SOUTHINGTON PUBLIC SCHOOLS, CONN.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 30P.

DESCRIPTORS - \*OCCUPATIONAL  
INFORMATION; \*RESOURCE GUIDES;  
\*RESOURCE MATERIALS; CAREER  
EDUCATION; OCCUPATIONAL GUIDANCE;  
VOCATIONAL EDUCATION  
IDENTIFIERS - \*SOUTHINGTON PUBLIC  
SCHOOLS

ABSTRACT - THIS RESOURCE GUIDE  
LISTS SOURCES FOR OCCUPATIONAL  
INFORMATION FOR THE TEACHERS OF  
THE SOUTHINGTON PUBLIC SCHOOLS.  
EDUCATIONAL INSTITUTIONS, COURSES  
OF STUDY, JOB OPPORTUNITIES, AND  
OCCUPATIONS ARE ORGANIZED  
ALPHABETICALLY BY OCCUPATIONAL  
SUBJECT HEADING. (MJ)

VT 100 457  
SOLOMITA, ARMAND R.  
WORLD OF WORK CAREER EXPLORATION  
CURRICULUM GUIDE: GRADE SEVEN  
THROUGH NINE.

SOUTHINGTON PUBLIC SCHOOLS, CONN.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 40P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*COURSE CONTENT; \*CURRICULUM  
GUIDES; \*OCCUPATIONAL INFORMATION;  
\*SECONDARY GRADES; JUNIOR HIGH  
SCHOOLS; OCCUPATIONAL GUIDANCE  
IDENTIFIERS - \*SOUTHINGTON PUBLIC  
SCHOOLS

ABSTRACT - OBJECTIVES, TEACHING  
AIDS, ACTIVITIES, AND COURSE  
CONTENT PROVIDE MATERIAL FOR THIS  
CURRICULUM GUIDE INTRODUCING AN  
EXPLORATION OF CAREERS INTO GRADES  
7, 8, AND 9 OF THE SOUTHINGTON  
SCHOOLS. PRESENTED BY GRADE LEVEL,  
THE GUIDE DEALS WITH SELF CONCEPT,  
METHODS OF APPLYING FOR WORK,  
RELATIONSHIP BETWEEN SCHOOL  
SUBJECTS AND WORK IN GRADE 7. IN  
GRADE 8 THE STUDENT IDENTIFIES  
FAVORABLE WORK ATTITUDES, THE JOB  
ENVIRONMENT, BUDGETING, METHODS OF  
JOB HUNTING, AND THE USEFULNESS OF  
COMMUNITY RESOURCES. GRADE 9  
CONTINUES WITH INVESTIGATING JOB  
APPLICATIONS AND CONSIDERS THE TAX  
STRUCTURE, THE SOCIAL SECURITY  
SYSTEM, AND A FEW ECONOMIC  
PRINCIPLES. (MU)

VT 100 458  
SMALL GASOLINE ENGINES. FLOAT TYPE  
CARBURETOR REPAIR: AN INDIVIDUAL  
INSTRUCTION MANUAL.

CLEMSON UNIV., S.C. VOCATIONAL  
EDUCATION MEDIA CENTER.; SOUTH  
CAROLINA STATE DEPT. OF EDUCATION,  
COLUMBIA. OFFICE OF VOCATIONAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 43P.

DESCRIPTORS - \*AUTO MECHANICS;  
\*ENGINES; \*PROGRAMED TEXTS; \*STUDY  
GUIDES; \*TRADE AND INDUSTRIAL  
EDUCATION; MACHINE REPAIRMEN;  
MANUALS; MECHANICS (PROCESS)

ABSTRACT - THIS PROGRAMED STUDY  
GUIDE IS FOR THE STUDENT'S USE  
FOLLOWING THE INTRODUCTORY CLASSES  
ON SMALL GASOLINE ENGINES AND  
AFTER INSTRUCTION IN THE BASIC  
PRINCIPLES OF OPERATION OF SMALL  
ENGINES, PROPER USE OF HAND TOOLS,  
AND SHOP SAFETY. THE UNIT IS  
DESIGNED FOR INDIVIDUAL USE WITH A  
MINIMUM OF TEACHER INVOLVEMENT.  
EACH STUDENT SHOULD HAVE A MANUAL,  
A SMALL GASOLINE ENGINE, THE TOOLS  
LISTED, AND A SUFFICIENT WORK  
SPACE SO AS NOT TO BE CROWDED. FOR  
THE ENGINE PARTS IDENTIFICATION  
AND THE CARBURETOR PARTS, A  
PREPARED WORKSHEET WOULD BE OF  
VALUE. (AUTHOR/MU)

VT 100 459  
OPERATING THE KNUCKLE-BOOM LOADER.  
A STUDENT TRAINING MANUAL AND  
INSTRUCTOR'S GUIDE.

BEST COPY AVAILABLE

375

CLEMSON UNIV., S.C. VOCATIONAL  
EDUCATION MEDIA CENTER.; SOUTH  
CAROLINA STATE DEPT. OF EDUCATION,  
COLUMBIA. OFFICE OF VOCATIONAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 38P. THIRD  
REVISION, 1972.

DESCRIPTORS - \*EDUCATIONAL  
EQUIPMENT; \*MECHANICAL SKILLS;  
\*SIMULATION; \*SIMULATORS; \*TRADE  
AND INDUSTRIAL EDUCATION;  
HYDRAULICS; POWER MECHANICS;  
TEACHING GUIDES

ABSTRACT - THIS MANUAL IS FOR  
INSTRUCTOR'S USE IN PUTTING  
STUDENTS THROUGH A STEP-BY-STEP  
PROCEDURE TO DEVELOP DEXTERITY  
WITH LOADER CONTROLS AND A  
KNOWLEDGE OF LOADING TECHNIQUES,  
HYDRAULIC PRINCIPLES, AND SAFETY  
ON OR AROUND A LOADER. THE MANUAL  
IS KEYED SPECIFICALLY TO THE SCALE  
MODEL USED IN THE ILLUSTRATIONS  
PROVIDED. INSTRUCTORS WORKING WITH  
LOADERS THAT MAY DIFFER IN CONTROL  
SEQUENCE, OR LOCATION AND  
FUNCTION, MAY ADAPT THE MANUAL TO  
THEIR NEEDS. BEFORE PUTTING A  
STUDENT ON THE LOADER FOR  
OPERATIONAL PRACTICE HE SHOULD  
HAVE HAD INSTRUCTION IN PRINCIPLES  
OF HYDRAULICS, LOADING EQUIPMENT  
SAFETY, LIMITATIONS OF LOADERS,  
AND LOADER CONTROLS AS TO  
LOCATION, FUNCTION, AND OPERATION,  
INCLUDING STANDARD NAMES OF THE  
MAJOR COMPONENTS OF THE KNUCKLE-  
BOOM LOADER. A LIST OF STANDARD  
NOMENCLATURE AND A SET OF SEVEN  
CONTROL EXERCISES ARE INCLUDED.  
(AUTHOR/MU)

VT 100 460  
BARBER, ROBERT W., AND OTHERS  
MASONRY.

STANTON CAREER EDUCATION CENTER,  
JACKSONVILLE, FLA.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 183P.

DESCRIPTORS - \*BRICKLAYERS;  
\*BRICKLAYING; \*CONSTRUCTION  
(PROCESS); \*MASONRY; \*TRADE AND  
INDUSTRIAL EDUCATION; BUILDING  
TRADES

ABSTRACT - ELEVEN LEARNING  
ACTIVITY PACKAGES TAKE THE  
BEGINNING STUDENT THROUGH THE  
FUNDAMENTALS OF MASONRY. THROUGH  
AN INTERDISCIPLINARY APPROACH THE  
COURSE CONTENT IS PRESENTED AS  
MATERIAL IN AREAS OF: (1) THE  
CRAFT ITSELF, (2) COMMUNICATIONS,  
(3) VOCATIONAL INFORMATION, (4)  
RELATED SCIENCE, AND (5)  
MATHEMATICS. EACH AREA IS  
PRESENTED AS A SECTION CONTAINING  
GOALS, OBJECTIVES, STUDENT  
ACTIVITIES, WORD LISTS, PRE- AND



## POSTTESTS, AND WORKSHEETS. (MU)

## VT 100 461

SAFETY MANAGEMENT: SELF-STUDY  
INSTRUCTIONAL UNIT. PHASE I:  
SUPERVISORS' INSTITUTE.

SOCIAL SECURITY ADMINISTRATION  
(DHEW), WASHINGTON, D.C. OFFICE OF  
ADMINISTRATION.

MF AVAILABLE IN VT-ERIC SET.

SS-PUB-53-71

PUB DATE - MAR 72 86P. REVISED  
EDITION

DESCRIPTORS - \*GOVERNMENT  
PUBLICATIONS; \*SAFETY;  
\*SUPERVISORY TRAINING; GUIDES;  
MANAGEMENT EDUCATION; SAFETY  
EDUCATION

ABSTRACT - THIS SUPERVISORS' GUIDE  
FOR THE SOCIAL SECURITY  
ADMINISTRATION CONTAINS A SERIES  
OF DIRECTIVES ON SAFETY MANAGEMENT  
COVERING THE TIME FROM JANUARY  
1970 TO JUNE 1971. A ONE AND A  
HALF HOUR INSTRUCTIONAL UNIT TO  
TEACH THE USE OF THE MANUAL IS  
ATTACHED. IT STATES ITS OWN  
OBJECTIVES AND TIME ALLOWANCE AND  
PROVIDES SEVERAL EXERCISE  
QUESTIONS. THE DIRECTIVES PROVIDE  
A CONTINUING SUPPLEMENT TO THE  
DEPARTMENT STAFF MANUAL. POLICY  
STATEMENTS ON ORGANIZATION,  
TRAINING, TRAFFIC, AND ACCIDENT  
AND FIRE REPORTING MAKE UP ITS  
CONTENTS. SAMPLES OF REPORT FORMS  
ARE INCLUDED. (MU)

## VT 100 462

GOATES, WAYNE A.  
DIRECTORY OF BUSINESS AND  
INDUSTRIAL ORIENTATION  
SITES/CONSULTANTS.

UTAH STATE BOARD OF EDUCATION,  
SALT LAKE CITY.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUL 72 53P.

DESCRIPTORS - \*COMMUNITY  
COOPERATION; \*COMMUNITY RESOURCES;  
\*COMMUNITY SURVEYS; \*INDUSTRY;  
\*SCHOOL INDUSTRY RELATIONSHIP;  
COMMUNITY INVOLVEMENT; VOCATIONAL  
EDUCATION  
IDENTIFIERS - \*UTAH

ABSTRACT - THE PURPOSE OF THIS  
DIRECTORY IS TO PROVIDE COUNSELORS  
AND TEACHERS WITH A LIST OF  
EMPLOYERS WITHIN THE STATE OF  
UTAH, IN VARIOUS REPRESENTATIVE  
OCCUPATIONS, WHO HAVE AGREED TO  
MAKE AVAILABLE TIMES WHEN STUDENTS  
MAY VISIT THEIR PLACES OF  
EMPLOYMENT FOR AN ON-THE-JOB  
ORIENTATION, OR WHO ARE WILLING TO  
SEND REPRESENTATIVES INTO THE  
PUBLIC SCHOOLS FOR SUCH  
ORIENTATION PURPOSES. CONTENTS ARE  
PRESENTED ON A CONTINUOUS CHART SO  
THAT WITH EACH COMPANY LISTED, THE

BEST COPY AVAILABLE

READER CAN CHECK THE FACTORS THAT  
APPLY FROM THE FOLLOWING THAT ARE  
LISTED: (1) VISITS OF STUDENTS,  
(2) NUMBER OF VISITORS AT ONE  
TIME, (3) FREQUENCY OF VISITS, (4)  
TIME REQUIRED TO TOUR OPERATIONS,  
(5) WILL SEND REPRESENTATIVES TO  
SCHOOL, (6) EXPENSE TO SCHOOL, (7)  
HIRE HIGH SCHOOL STUDENTS PART  
TIME, (8) HIRE HIGH SCHOOL  
STUDENTS UPON GRADUATION, (9)  
MINIMUM HIRING AGE, AND (10) LEVEL  
OF POST HIGH SCHOOL TRAINING  
REQUIRED. OVER 150 FIRMS ARE  
LISTED INCLUDING THOSE FROM  
MINING, CONSTRUCTION,  
MANUFACTURING, TRANSPORTATION,  
COMMUNICATION, UTILITIES,  
WHOLESALE AND RETAIL TRADE,  
FINANCE, INSURANCE, REAL ESTATE,  
AND GOVERNMENT. (AUTHOR/MU)

## VT 100 463

GOVERNMENTAL MANAGEMENT: A  
SUGGESTED ASSOCIATE DEGREE  
CURRICULUM.

EL CAMINO COLL., TORRANCE, CALIF.  
CALIFORNIA COMMUNITY COLLEGES,  
SACRAMENTO. OFFICE OF THE  
CHANCELLOR.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 153P.

DESCRIPTORS - \*COLLEGE  
INSTRUCTION; \*COMMUNITY COLLEGES;  
\*CURRICULUM GUIDES; \*MANAGEMENT  
DEVELOPMENT; \*PUBLIC  
ADMINISTRATION EDUCATION;  
ASSOCIATE DEGREES; GOVERNMENT  
(ADMINISTRATIVE BODY); MANAGEMENT  
EDUCATION

ABSTRACT - THIS DOCUMENT COMBINES  
THE COMMUNITY COLLEGE COURSES FOR  
CAREER AND OCCUPATIONAL EDUCATION  
AND INVOLVES THE COOPERATION OF  
MANY DISCIPLINES IN ATTEMPTS TO  
ERASE THE TRADITIONAL DICHOTOMY  
BETWEEN VOCATIONAL AND ACADEMIC  
SUBJECTS. AN INTEGRAL PART OF THE  
PROGRAM DESCRIBED IS THE FIELD  
PRACTICE INTERNSHIP. THE  
CURRICULUM SUGGESTS THAT STUDENTS  
BE PLACED IN VARIOUS AGENCIES TO  
LEARN THROUGH ACTUAL STAFF  
PARTICIPATION. COURSE OUTLINES ARE  
INCLUDED FOR: (1) FUNDAMENTALS OF  
GOVERNMENT MANAGEMENT, (2) STATE  
AND LOCAL GOVERNMENT, (3)  
GOVERNMENTAL PERSONNEL MANAGEMENT,  
(4) GOVERNMENTAL FINANCE  
MANAGEMENT, (5) GOVERNMENTAL  
MANAGEMENT FIELD  
PRACTICE/INTERNSHIP, (6) ELEMENTS  
OF SUPERVISION, AND (7) HUMAN  
RELATIONS FOR SUPERVISORS.  
(AUTHOR/MU)

## VT 100 464

HOSPITALITY EDUCATION PROGRAM.  
FINAL REPORT.

NEW MEXICO STATE DEPT. OF  
EDUCATION, SANTA FE.; SAN JUAN



COLL., N. MEX.  
FOUR CORNERS REGIONAL COMMISSION,  
FARMINGTON, N. MEX.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 01FEB73 93P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*FOOD SERVICE; \*FOOD  
SERVICE OCCUPATIONS; \*TEACHING  
GUIDES; \*VOCATIONAL EDUCATION;  
FOOD SERVICE INDUSTRY  
IDENTIFIERS - \*HOSPITALITY  
EDUCATION

ABSTRACT - THIS PROGRAM REPORT  
COMBINES AN ACCOUNTING OF THE  
FUNDS TO ESTABLISH THE PROGRAM AND  
AN EVALUATION OF IT WITH THE  
INSTRUCTIONAL MATERIAL OF THE  
COURSES TAUGHT. FIVE LESSONS IN  
THE CASHIERING UNIT AND 20 LESSONS  
IN THE WAITER/WAITRESS UNIT ARE  
DESCRIBED WITH GOALS, EQUIPMENT  
USED, TEACHING AIDS, AND  
PREREQUISITES FOR EACH LESSON. THE  
TEACHER'S PREPARATION AND  
PRESENTATION OF MATERIALS AND AN  
INFORMATION SHEET FOR STUDENTS FOR  
EACH LESSON ARE INCLUDED.  
CONSIDERABLE USE IS MADE OF  
TEACHING AIDS. (MU)

VT 100 465  
LEE, JASPER S., COMP.  
SOUTH CAROLINA CAREER EDUCATION  
CURRICULUM MATERIALS.

MISSISSIPPI STATE UNIV., STATE  
COLLEGE. CURRICULUM COORDINATING  
UNIT.; MISSISSIPPI STATE DEPT. OF  
EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 39P.

DESCRIPTORS - \*ANNOTATED  
BIBLIOGRAPHIES; \*CAREER EDUCATION;  
\*CURRICULUM RESEARCH; \*EDUCATIONAL  
RESEARCH; \*RESOURCE MATERIALS;  
CURRICULUM  
IDENTIFIERS - \*SOUTH CAROLINA

ABSTRACT - THIS BIBLIOGRAPHY OF  
CAREER EDUCATION RESOURCES  
CONTAINS INFORMATION SUBMITTED  
FROM SOUTH CAROLINA TO THE  
MISSISSIPPI RESEARCH AND  
CURRICULUM UNIT. THE 59 TITLES ARE  
ORGANIZED AS CAREER EXPLORATION  
AND PREPARATION, AGRICULTURE,  
BUSINESS, DISTRIBUTIVE EDUCATION,  
HOME ECONOMICS, SPECIAL EDUCATION  
AND TRADE AND INDUSTRIAL  
EDUCATION. DATA ON THE ENTRIES  
INCLUDE TITLE, DISCIPLINE, TYPE OF  
MATERIAL, GRADE LEVEL, CAREER  
LEVEL, INTENDED USER, GENERAL  
DESCRIPTION OF SUBJECT MATTER,  
AUTHOR(S), PUBLISHER, DATE OF  
PUBLICATION, PAGE NUMBERS, COST,  
AVAILABILITY, NAME OF INDIVIDUAL  
SUBMITTING DOCUMENT, AND STATE.  
(MU)

VT 100 466  
JAMESON, ANNE H.  
THE TEN-KEY ADDING MACHINE.  
STUDENT MANUAL.

SOUTH CAROLINA STATE DEPT. OF  
EDUCATION, COLUMBIA. OFFICE OF  
VOCATIONAL EDUCATION.; CLEMSON  
UNIV., S.C. VOCATIONAL EDUCATION  
MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 31P.

DESCRIPTORS - \*BUSINESS SKILLS;  
\*OFFICE MACHINES; \*OFFICE  
OCCUPATIONS EDUCATION; \*OFFICE  
PRACTICE; \*STUDY GUIDES; SKILL  
DEVELOPMENT  
IDENTIFIERS - \*TEN KEY ADDING  
MACHINES

ABSTRACT - THIRTEEN LESSONS IN  
THIS MANUAL CONTAIN OBJECTIVES AND  
LEARNING ACTIVITIES INVOLVED IN  
GAINING SKILL ON THE TEN-KEY  
ADDING MACHINE. THE STUDENT IS LED  
IN A STEP-BY-STEP APPROACH IN  
LEARNING TO USE THE VARIOUS KEYS  
ON THE MACHINE WITH SPEED AND  
ACCURACY. ADDITION, SUBTRACTION,  
MULTIPLICATION, AND DIVISION ARE  
PRACTICED WITH STRESS ON GOOD WORK  
HABITS AS SKILL IS GAINED. THE  
TEACHER'S MANUAL IS AVAILABLE AS  
VT 100 469. (MU)

VT 100 467  
JAMESON, ANNE H.  
THE FULL-KEYBOARD ADDING MACHINE.  
STUDENT MANUAL.

SOUTH CAROLINA STATE DEPT. OF  
EDUCATION, COLUMBIA. OFFICE OF  
VOCATIONAL EDUCATION.; CLEMSON  
UNIV., S.C. VOCATIONAL EDUCATION  
MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 5P.

DESCRIPTORS - \*BUSINESS SKILLS;  
\*OFFICE MACHINES; \*OFFICE  
OCCUPATIONS EDUCATION; \*OFFICE  
PRACTICE  
IDENTIFIERS - \*FULL KEYBOARD  
ADDING MACHINES

ABSTRACT - FINGERING TECHNIQUES  
ARE ILLUSTRATED BY LINE DRAWINGS.  
DISCUSSED IN NARRATIVE  
DESCRIPTION, AND DEMONSTRATED  
THROUGH A SERIES OF PROBLEMS IN  
THIS STUDY GUIDE. PROCEDURES TO  
COVER VARIOUS CONTINGENCIES THAT  
MAY BE MET IN USING THE FULL  
KEYBOARD ADDING MACHINE ARE  
DEFINED AND ILLUSTRATED. A  
TEACHER'S MANUAL RELATED TO THIS  
STUDY GUIDE IS AVAILABLE AS VT 100  
468. (MU)

VT 100 468  
JAMESON, ANNE H.  
THE FULL-KEYBOARD ADDING MACHINE.  
TEACHER'S MANUAL.

SOUTH CAROLINA STATE DEPT. OF  
EDUCATION, COLUMBIA. OFFICE OF  
VOCATIONAL EDUCATION.; CLEMSON  
UNIV., S.C. VOCATIONAL EDUCATION  
MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 5P.

DESCRIPTORS - \*ANSWER KEYS;  
\*BUSINESS SKILLS; \*OFFICE  
MACHINES; \*OFFICE OCCUPATIONS  
EDUCATION  
IDENTIFIERS - \*FULL KEYBOARD  
ADDING MACHINES

ABSTRACT - ANSWERS TO THE PROBLEMS  
CONTAINED IN THE STUDENT'S MANUAL  
FOR THE FULL KEYBOARD ADDING  
MACHINE ARE GIVEN IN THIS  
TEACHER'S MANUAL. THE TEN-KEY  
MACHINE TEACHER'S MANUAL MAY BE  
USED FOR INSTRUCTION OF THE FULL  
KEYBOARD MACHINE. THIS ANSWER KEY  
APPLIES TO THE RELATED DOCUMENT A  
STUDENT'S MANUAL. AVAILABLE AS VT  
100 467 AND THE STUDENT'S AND  
TEACHER'S MANUALS FOR THE TEN-KEY  
MACHINE ARE AVAILABLE AS VT 100  
466 AND VT 100 469 RESPECTIVELY.  
(MU)

VT 100 469  
JAMFSON, ANNE H.  
THE TEN-KEY ADDING MACHINE.  
TEACHER'S MANUAL.

SOUTH CAROLINA STATE DEPT. OF  
EDUCATION, COLUMBIA. OFFICE OF  
VOCATIONAL EDUCATION.; CLEMSON  
UNIV., S.C. VOCATIONAL EDUCATION  
MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 16P.

DESCRIPTORS - \*ANSWER KEYS;  
\*BUSINESS SKILLS; \*OFFICE  
OCCUPATIONS EDUCATION; \*OFFICE  
MACHINES; MANUALS; TESTS  
IDENTIFIERS - \*TEN KEY ADDING  
MACHINES

ABSTRACT - ANSWERS FOR THE  
PROBLEMS IN THE 13 LESSONS OF THE  
STUDENT'S MANUAL ARE GIVEN IN THIS  
TEACHER'S MANUAL. AN INTRODUCTION  
PROVIDES SUGGESTED PRELIMINARY  
ACTIVITIES FOR THE TEACHER,  
SUGGESTED SUPPLIES, MATERIALS, AND  
EQUIPMENT, OBJECTIVES, AND  
FOLLOWUP FOR THE LESSONS. THE  
STUDENT'S MANUAL IS AVAILABLE AS  
VT 100 466. (MU)

VT 100 470  
AIRPLANE FLIGHT INSTRUCTOR WRITTEN  
TEST GUIDE.

FEDERAL AVIATION ADMINISTRATION  
(DOT), WASHINGTON, D.C. FLIGHT  
STANDARDS SERVICE.  
MF AVAILABLE IN VT-ERIC SET.  
AC-61-11B  
SUPERINTENDENT OF DOCUMENTS, U.S.  
GOVERNMENT PRINTING OFFICE,  
WASHINGTON, D.C. 20402 (S/N 5011-

00061, \$.80)  
PUB DATE - 72 49P. REVISED  
EDITION; UPDATES VT 012106.

DESCRIPTORS - \*ADULT VOCATIONAL  
EDUCATION; \*AIRCRAFT PILOTS;  
\*FLIGHT TRAINING; \*STUDY GUIDES;  
\*TECHNICAL EDUCATION; RESOURCE  
MATERIALS

ABSTRACT - THE FLIGHT STANDARD  
SERVICE OF THE FEDERAL AVIATION  
ADMINISTRATION HAS PROVIDED THIS  
GUIDE FOR PROSPECTIVE AIRPLANE  
FLIGHT INSTRUCTORS AND OTHER  
PERSONS INTERESTED IN FEDERAL  
AVIATION ADMINISTRATION  
CERTIFICATION OF FLIGHT  
INSTRUCTORS. CONTENTS INCLUDE  
INFORMATION ON CERTIFICATION  
REQUIREMENTS, APPLICATION  
PROCEDURES, REFERENCE MATERIALS,  
AND A SAMPLE WRITTEN TEST WITH  
ANSWERS. THE MANUAL IS ILLUSTRATED  
WITH MANY FIGURES, DIAGRAMS, AND  
WORKING DRAWINGS. (AUTHOR/MU)

VT 100 471  
CURRICULUM GUIDE FOR OCCUPATIONAL  
HOME ECONOMICS, FOOD SERVICE  
OCCUPATIONS. PART II: BASIC FOOD  
PREPARATION. FIELD TEST.

CHICAGO BOARD OF EDUCATION, ILL.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 140P.

DESCRIPTORS - \*FOOD SERVICE; \*FOOD  
SERVICE INDUSTRY; \*FOODS  
INSTRUCTION; \*OCCUPATIONAL HOME  
ECONOMICS; \*VOCATIONAL EDUCATION;  
FOOD SERVICE WORKERS; HOME  
ECONOMICS; NUTRITION INSTRUCTION;  
WORK ATTITUDES  
IDENTIFIERS - \*CHICAGO PUBLIC  
SCHOOLS

ABSTRACT - THIS CURRICULUM GUIDE  
FOR A CHICAGO VOCATIONAL HIGH  
SCHOOL CONTAINS SEVEN UNITS OF  
INSTRUCTION FOR A PROGRAM  
PREPARING STUDENTS FOR ENTRY INTO  
THE FOODS SERVICE INDUSTRY. THE  
UNITS, VARYING IN TIME REQUIRED  
FROM TWO TO FIVE WEEKS, ARE  
CONCERNED WITH: (1) AN  
INTRODUCTION TO THE COURSE, (2)  
SALAD PREPARATION, (3) QUICK BREAD  
PREPARATION, (4) STARCH COOKERY,  
(5) MEAT COOKERY, (6) VEGETABLE  
COOKERY, AND (7) DESSERT  
PREPARATION. ACTIVITIES INVOLVED  
IN EACH PREPARATION ARE DESCRIBED  
AND AN APPENDIX TO EACH SECTION  
PROVIDES INDIVIDUAL SCORING  
SHEETS, A JOB ROTATION PLAN, AND  
PROCEDURE SHEETS FOR THE STUDENTS.  
(MU)

VT 100 472  
CURRICULUM GUIDE FOR HOME  
ECONOMICS CHILD CARE AND  
DEVELOPMENT, GRADES 11 AND 12.  
FIELD TEST.



CHICAGO BOARD OF EDUCATION, ILL.  
MF AVAILABLE IN VT-ERIC SET.  
BOARD OF EDUCATION OF THE CITY OF  
CHICAGO, ROOM 822, 228 LASALLE  
ST., CHICAGO, IL 60601 (\$1.50)  
PUB DATE - 71 174P.

DESCRIPTORS - \*CHILD CARE; \*CHILD  
DEVELOPMENT; \*CURRICULUM GUIDES;  
\*HOME ECONOMICS EDUCATION;  
\*OCCUPATIONAL HOME ECONOMICS;  
FAMILY LIFE EDUCATION; TEACHING  
GUIDES  
IDENTIFIERS - \*CHICAGO PUBLIC  
SCHOOLS

ABSTRACT - THIS GUIDE IS INTENDED  
TO SERVE THREE ASPECTS OF THE HOME  
ECONOMICS PROGRAM IN CHICAGO HIGH  
SCHOOLS--HOME AND FAMILY LIFE,  
OCCUPATIONAL HOME ECONOMICS, AND  
PRE-PROFESSIONAL EDUCATION. A 2-  
COLUMN FORMAT PRESENTS A TEACHING  
GUIDE WHICH CONTAINS UNITS ON: (1)  
THE CHILD AND THE FAMILY, (2)  
PRINCIPLES OF DEVELOPMENT, (3)  
SOCIAL DEVELOPMENT, (4) NEEDS AND  
DEVELOPMENTAL TASKS, (5) CONCEPT  
OF SELF, (6) THE CHILD AND PLAY,  
(7) BEHAVIOR AND DISCIPLINE, (8)  
THE CHILD AND THE COMMUNITY, AND  
(9) VOCATIONAL ASPECTS. AN  
APPENDIX CONTAINS TEACHING  
TECHNIQUES, RESOURCES, GUIDE  
SHEETS FOR USE IN OBSERVING  
CHILDREN, MEAL PLANNING AND  
PREPARATION IN THE CHILD  
DEVELOPMENT LABORATORY, AND A JOB  
DESCRIPTION OF A NURSERY SCHOOL  
ASSISTANT. (MU)

VT 100 473

TENNYSON, W. WESLEY, AND OTHERS  
THE TEACHER'S ROLE IN CAREER  
DEVELOPMENT.

MINNESOTA STATE DEPT. OF  
EDUCATION, ST. PAUL.; NATIONAL  
VOCATIONAL GUIDANCE ASSOCIATION,  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
AMERICAN PERSONNEL AND GUIDANCE  
ASSOCIATION, PUBLICATIONS SALES,  
1607 NEW HAMPSHIRE AVENUE, N.W.,  
WASHINGTON, D.C. 20009 (\$1.90)  
PUB DATE - 65 108P. REVISED  
EDITION. ORIGINALLY PREPARED IN  
1960 BY MINNESOTA STATE DEPT. OF  
EDUCATION. REPRINTED IN 1971 BY  
NATIONAL VOCATIONAL GUIDANCE  
ASSOCIATION.

DESCRIPTORS - \*RELEVANCE  
(EDUCATION); \*TEACHER ATTITUDES;  
\*TEACHER EDUCATION; \*TEACHER ROLE;  
\*VOCATIONAL DEVELOPMENT;  
ELEMENTARY SCHOOL TEACHERS;  
OCCUPATIONAL GUIDANCE;  
OCCUPATIONAL INFORMATION;  
SECONDARY SCHOOL TEACHERS; TEACHER  
RESPONSIBILITY; VOCATIONAL  
COUNSELING

ABSTRACT - THIS PAMPHLET SERVES TO  
EMPHASIZE THE CLASSROOM TEACHERS'

CONTRIBUTIONS TOWARDS THEIR  
STUDENTS' UNDERSTANDING OF JOB  
OPPORTUNITIES AND CAREERS. METHODS  
AND MEDIA FOR RELATING SUBJECT  
MATTER TO VOCATIONAL DEVELOPMENT  
ARE EXAMINED AND THE JOB FIELDS  
THAT ARE RELATED TO EACH SCHOOL  
SUBJECT ARE EXPLORED. THE ROLE AND  
ATTITUDES OF THE CLASSROOM TEACHER  
AND THEIR EFFECT ON STUDENTS'  
VOCATIONAL DEVELOPMENT ARE RELATED  
TO THE CHANGING DEMANDS OF  
SOCIETY. SOME OF THE KINDS OF  
POSTSECONDARY EDUCATION AVAILABLE  
TO STUDENTS ARE DETAILED. (MU)

VT 100 474

JONES, ALICE HANSON; MORK, LUCILE  
F.  
HELPING FAMILIES MANAGE THEIR  
FINANCES.

AGRICULTURAL RESEARCH SERVICE  
(DOA), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
HOME-EC-RES-R-21  
SUPERINTENDENT OF DOCUMENTS, U.S.  
GOVERNMENT PRINTING OFFICE,  
WASHINGTON, D.C. 20402 (CATALOG  
NO. A1.87:21/2; PRICE: \$.40)  
PUB DATE - JUN68 56P. REVISED  
EDITION.

DESCRIPTORS - \*CREDIT (FINANCE);  
\*EXTENSION EDUCATION; \*FAMILY  
MANAGEMENT; \*FAMILY RESOURCES;  
\*HOME ECONOMICS EDUCATION; FAMILY  
INCOME; FINANCIAL POLICY;  
FINANCIAL SERVICES

ABSTRACT - THIS GUIDE FOR  
EXTENSION WORKERS IS DIRECTED  
TOWARD THE FAMILIES WHO HAVE  
SOUGHT COUNSELING IN HOME FINANCES  
FROM THE HOME ECONOMIST. FACTORS  
ASSOCIATED WITH CHOOSING FINANCIAL  
GOALS, PLANNING EXPENDITURES,  
SHARING FAMILY TASKS INVOLVED WITH  
THE SPENDING PLAN AND EVALUATING  
THE RESULTS OF EXPENDITURES ARE  
DISCUSSED. EXPENDITURE PATTERNS OF  
A VARIETY OF FAMILIES ARE COMPARED  
IN EXPLAINING THE USE OF BUDGETS.  
THE COST OF CONSUMER CREDIT IS  
CONSIDERED IN INTEREST RATES AND  
INSTALLMENT CREDIT. (MU)

VT 100 475

EVALUATION FOR BROADENING  
ELEMENTARY VOCATIONAL CONCEPTS.

JACKSON COUNTY REORGANIZED SCHOOL  
DISTRICT 7, LEE'S SUMMIT, MO.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 10JUL72 17P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*GRADE 6; PROGRAM DESCRIPTIONS;  
\*VOCATIONAL DEVELOPMENT; LEARNING  
ACTIVITIES; OCCUPATIONAL  
INFORMATION  
IDENTIFIERS - \*JACKSON COUNTY  
REORGANIZED SCHOOL DISTRICT 7;  
CAREER EXPLORATION; MISSOURI



**ABSTRACT -** THIS REPORT OF A PROGRAM FOR SIXTH GRADE STUDENTS RECOUNTS SEVERAL OBJECTIVES AND THEIR RELATED CLASSROOM ACTIVITIES, AND FOLLOWS EACH OBJECTIVE WITH AN EVALUATION OF THE PROGRAM ACHIEVEMENTS TOWARD THAT GOAL. IN GENERAL, THESE OBJECTIVES EXPAND THE OCCUPATIONAL UNDERSTANDINGS OF THE STUDENTS, RELATE THE SCHOOL SUBJECTS TO CAREERS, AND INSTILL POSITIVE ATTITUDES TOWARD WORK. USE OF COMMUNITY RESOURCES, FIELD TRIPS, AND SPEAKERS IS EMPHASIZED. (MU)

**VT 100 476**  
MACHINES. UNIT III: FORCE AND MOTION. LEVEL: NINE. LESSON 1: INDIVIDUAL STUDY GUIDE FOR STUDENT.

NATCHITOCHE CENTRAL HIGH SCHOOL,  
LA.  
MF AVAILABLE IN VT-ERIC SET.  
JCPS-9  
PUB DATE - 72 32P.

**DESCRIPTORS -** \*ENGINES; \*FLUID POWER EDUCATION; \*INDUSTRIAL EDUCATION; \*MECHANICS (PHYSICS); \*POWER MECHANICS; AUTO MECHANICS; ENERGY; FORCE; MOTION; PRESSURES

**ABSTRACT -** THIS STUDY GUIDE USES A 5-COLUMN FORMAT TO GIVE THE STUDENT VARIOUS CONCEPTS TO BE UNDERSTOOD, THE LESSON CONTENT, USEFUL METHODS, MATERIALS, AND LEARNING ACTIVITIES, AN EVALUATION PLAN, AND SOURCES OF ENRICHMENT MATERIALS. THE FOLLOWING FOUR LESSON TOPICS CONSTITUTE THIS UNIT: (1) MACHINES AND ENGINES, (2) MOTION, (3) WORK AND POWER, AND (4) FORCE AND MOTION. (MU)

**VT 100 477**  
OCCUPATIONAL WORK EXPERIENCE. (26 STUDENT HANDBOOKS AND 1 INSTRUCTOR'S MANUAL).

OHIO STATE DEPT. OF EDUCATION,  
COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.  
MF AVAILABLE IN VT-ERIC SET.  
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 (STUDENT HANDBOOKS \$8.00; INSTRUCTORS MANUAL \$4.00).  
PUB DATE - 73 509P.

**DESCRIPTORS -** \*HIGH SCHOOL STUDENTS; \*STUDY GUIDES; \*TEACHING GUIDES; \*VOCATIONAL ADJUSTMENT; \*WORK EXPERIENCE PROGRAMS; EMPLOYMENT EXPERIENCE; WORK ATTITUDES

**ABSTRACT -** THIS SET OF MANUALS SUPPLIES A TEACHING GUIDE FOR THE INSTRUCTOR AND 26 STUDY GUIDES FOR THE HIGH SCHOOL STUDENT ENROLLED

IN A WORK EXPERIENCE PROGRAM. THE TEACHING GUIDE GIVES THE INSTRUCTOR A RATIONALE FOR EACH UNIT OF INSTRUCTION, SUGGESTED CLASSROOM ACTIVITIES, AND CHALK BOARD USES KEYED TO EACH STUDY UNIT. THE 26 STUDY GUIDES INCLUDE SUCH TITLES AS: (1) ORIENTATION, (2) SAFETY, (3) WHY STAY IN SCHOOL, (4) HOW TO STUDY, (5) HOW TO APPLY FOR AND GET A JOB, (6) PERSONAL BUDGETING, (7) SOCIAL SECURITY, (8) WHAT THE EMPLOYER WANTS, AND (9) LABOR LAWS. (MU)

**VT 100 478**  
CAREER EDUCATION LESSONS: MISCELLANEOUS MINI-UNITS FOR GRADES K-6 DEVELOPED DURING 1972-73 SCHOOL YEAR.

WATERTOWN INDEPENDENT SCHOOL DISTRICT 1, S. DAK.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 17P.

**DESCRIPTORS -** \*CAREER EDUCATION; \*CAREER LADDERS; \*CAREER PLANNING; \*LESSON PLANS; \*TEACHING GUIDES; ELEMENTARY GRADES; UNITS OF STUDY (SUBJECT FIELDS)

**ABSTRACT -** THIS INSTRUCTIONAL GUIDE WAS DESIGNED FOR USE IN THE CAREER EDUCATION PROGRAM FOR GRADES K-6. CONTAINED ARE MINI-UNITS ON THE FOLLOWING OCCUPATIONAL CLUSTERS: (1) CONSUMER AND HOMEMAKER, (2) FINANCIAL AND BUSINESS SERVICES, (3) AGRIBUSINESS, AND (4) NEWSPAPER EDITING. (SN)

**VT 100 479**  
LUCHT, LINDA LOU, ED.  
A GUIDE FOR EVALUATING CONSUMER EDUCATION PROGRAMS AND MATERIALS.

AMERICAN HOME ECONOMICS ASSOCIATION, WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 25P.

**DESCRIPTORS -** \*CONSUMER EDUCATION; \*EVALUATION CRITERIA; \*GUIDES; \*MEASUREMENT TECHNIQUES; \*PROGRAM EVALUATION; CURRICULUM EVALUATION

**ABSTRACT -** THIS PUBLICATION WAS DESIGNED TO SERVE AS A GUIDE IN EVALUATING CONSUMER EDUCATION PROGRAMS AND MATERIALS. ITS FLEXIBLE ORGANIZATION SO ALLOWS IT TO BE USED IN TOTAL OR IN PART, ACCORDING TO INDIVIDUAL NEEDS. PROVIDED IN THE GUIDE ARE AN EXPLANATION OF WHAT CONSUMER EDUCATION IS AND HOW IT DIFFERS FROM CONSUMER INFORMATION, AN EXPLANATION OF HOW THE CONTENTS OF THE LEAFLET ARE ARRANGED, AND MEASUREMENT SCALES AND INFORMATION ON HOW EACH OF THE FOLLOWING ELEMENTS SHOULD BE ASSESSED: (1) OBJECTIVES OF CONSUMER EDUCATION,

(2) CONTENT OF THE CONSUMER EDUCATION CURRICULUM (3) LEARNING EXPERIENCES, (4) EVALUATION MATERIALS AND PROCEDURES, AND (5) EDUCATION MATERIALS. (SN)

VT 100 480

DUPKIN, JAMES, AND OTHERS  
AN APPROACH TO PROPOSED CURRICULUM REVISION OF INDUSTRIAL ARTS PROGRAMS AT THE SECONDARY LEVEL.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 70 9P.

DESCRIPTORS - \*CURRICULUM;  
\*CURRICULUM DESIGN; \*CURRICULUM DEVELOPMENT; \*INDUSTRIAL ARTS;  
\*SHOP CURRICULUM; SECONDARY GRADES

ABSTRACT - THE THREE OBJECTIVES UNDERLYING THE DEVELOPMENT OF THIS CURRICULUM WERE: (1) TO IMPROVE THE OFFERINGS OF INDUSTRIAL ARTS COURSES IN LIGHT OF TECHNOLOGICAL PROGRESS, (2) TO INSURE THE ARTICULATION BETWEEN ACADEMIC AND OCCUPATIONAL LEARNING, AND (3) TO RE-ENFORCE THE QUALITY OF INSTRUCTION AND LEARNING. CONTENTS INCLUDE: (1) THE RATIONALE FOR THE PROGRAM, (2) PROGRAM OBJECTIVES, (3) AN OUTLINE OF THE PROGRAM'S IMPLEMENTATION SCHEDULE AND STRATEGY FOR ACHIEVING STATED GOALS, (4) A GRAPHIC MODEL OF THE PREVIOUS INDUSTRIAL ARTS PROGRAM (1969), (5) A GRAPHIC MODEL OF THE PRESENT INDUSTRIAL ARTS PROGRAM, AND (6) A MODEL AND EXPLANATION OF THE STRATEGY TO BE FOLLOWED FOR PROCURING EQUIPMENT TO BE USED IN IMPLEMENTING THE PROJECT. (SN)

VT 100 481

TODD, RONALD D.  
A PROPOSED CURRICULUM IN TECHNOLOGY: THE "WORLD OF WORK" AND CAREERS. UNDATED WORKING PAPER.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - NO 21P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CAREER PLANNING; \*CURRICULUM DESIGN; \*TECHNOLOGY; \*VOCATIONAL DEVELOPMENT; CURRICULUM; CURRICULUM DEVELOPMENT; ELEMENTARY GRADES; SECONDARY GRADES;  
VOCATIONAL EDUCATION

ABSTRACT - PRESENTED IN THIS DOCUMENT IS A CURRICULUM PLAN FOR THE INTEGRATION OF TECHNOLOGY AND CAREER EDUCATION CONCEPTS. THE OBJECTIVES OF THE CURRICULUM ARE TO AID STUDENTS BEFORE GRADUATION TO: (1) GAIN THE NEEDED SKILLS WHICH WILL ENABLE THEM TO EARN THEIR OWN WAY IN SOCIETY, (2) SEE THE PART THEY MAY PLAY IN THE WORK FORCE AND THE SIGNIFICANCE OF THAT WORK, (3) TRY OUT TENTATIVE WORK INTERESTS AND CAREER DIRECTIONS

WITH A MINIMAL THREAT OF FAILURE, (4) COMPREHEND HOW TECHNOLOGY AFFECTS THEIR LIVES AND HOW THEY MAY GAIN SKILLS IN CONTROLLING CERTAIN ASPECTS OF THAT TECHNOLOGY, AND (5) FIND OUT ABOUT THEIR SKILLS, ABILITIES, INTERESTS, BELIEFS, AND VALUES AS THEY APPLY TO TECHNOLOGY, THE "WORLD OF WORK," AND "SELF." STRATEGIES FOR THE IMPLEMENTATION OF THE CURRICULUM ARE PROVIDED. (SN)

VT 100 482

GREEN, KATHERINE S., AND OTHERS  
HANDBOOK FOR VOCATIONAL TEACHER-COORDINATORS OF BUSINESS AND OFFICE EDUCATION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.  
MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
BUS-OFF-PUB-2000  
PUB DATE - 72 131P.

DESCRIPTORS - \*BUSINESS EDUCATION;  
\*COOPERATIVE EDUCATION; \*OFFICE OCCUPATIONS EDUCATION; \*PROGRAM GUIDES; \*VOCATIONAL EDUCATION;  
ADULT EDUCATION; OFFICE OCCUPATIONS  
IDENTIFIERS - \*MISSISSIPPI

ABSTRACT - THIS PROGRAM GUIDE FOR COOPERATIVE VOCATIONAL EDUCATION IN OFFICE OCCUPATIONS DESCRIBES THE REQUIREMENTS OF THE COORDINATOR, INSTRUCTOR, STUDENT, AND EMPLOYER FOR PARTICIPATION IN A MISSISSIPPI PROGRAM. EQUIPMENT AND PROGRAM OFFERED BY THE SCHOOL, EDUCATION AND EXPERIENCE OF THE COORDINATOR, PREREQUISITES TO BE MET BY THE STUDENT FOR ENROLLMENT AND AGREEMENTS BY THE EMPLOYER ARE DEFINED. A SPECIAL PROGRAM FOR INTENSIVE STUDY USING SIMULATION WITH BLOCK SCHEDULING TO PROVIDE AN OFFICE-LIKE ATMOSPHERE WHEN COOPERATIVE EDUCATION IS NOT FEASIBLE IS DESCRIBED SHOWING THE PREREQUISITES OF ALL PARTICIPANTS AND THE PROGRAM REQUIREMENTS. MANY SAMPLE FORMS ARE INCLUDED FOR THE PROGRAM, THE INSTRUCTOR, THE STUDENT, AND THE EMPLOYER. A PROGRAM FOR ADULT EDUCATION IS DEFINED FOR USE IN THE STATE. GENERAL INFORMATION, MINIMUM OFFICE STANDARDS, FREE TEACHING AIDS, EVALUATION DATA, CALENDAR OF EVENTS, AND A LIST OF SHORTENED JOB DESCRIPTIONS ARE INCLUDED. (MU)

VT 100 483

A HUMAN RESOURCES CAREER DEVELOPMENT MODEL FOR PAWTUCKET, RHODE ISLAND, IN CONJUNCTION WITH



THE PAWTUCKET MODEL CITIES AGENCY.  
ELEMENTARY PROGRAM, BOOK 1-BOOK  
II.

PAWTUCKET CITY SCHOOL DEPT., R.I.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 1JUL72 197P.

DESCRIPTORS - \*CAREER EDUCATION;  
ELEMENTARY GRADES; OBJECTIVES;  
\*TEACHING GUIDES; \*GUIDELINES;  
SCHEDULING; INSTRUCTIONAL  
MATERIALS; CONCEPT TEACHING  
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - DEVELOPED BY PERSONNEL  
OF A RHODE ISLAND SCHOOL SYSTEM,  
THIS REPORT IS INTENDED TO PROVIDE  
CONTINUITY TO A CAREER DEVELOPMENT  
PROGRAM AT THE ELEMENTARY LEVEL  
AND TO ESTABLISH GUIDELINES FOR  
THE TEACHERS IN IMPLEMENTING THE  
PROGRAM. AN OVERVIEW OF THE ENTIRE  
PROJECT IS FOLLOWED BY GENERAL  
GUIDELINES TO AID THE TEACHER IN  
DEVELOPING CAREER CONCEPTS TO BE  
TAUGHT, PLANNING FOR FIELD TRIPS  
AND RESOURCE PERSONS, AND  
SCHEDULING DAILY ACTIVITIES. THE  
BODY OF THE REPORT CONTAINS  
SUGGESTED CAREER RELATED ACTIVITY  
UNITS AND TEACHING PLANS FOR  
GRADES 1-6. ADDITIONAL BLANK PAGES  
ARE PROVIDED TO ALLOW FOR  
TEACHERS' COMMENTS AND ACTIVITY  
PLANS. (KH)

VT 100 484

WATKINS, DAISY  
BOOKKEEPING I: STARTING A  
BOOKKEEPING SYSTEM. LEARNING  
ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-1  
PUB DATE - ND 18P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*STUDY GUIDES; UNITS OF  
STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF  
STUDY, KEYED TO 20TH CENTURY  
BOOKKEEPING AND ACCOUNTING  
TEXTBOOK, IS FOR THE BEGINNER IN  
THE FIELD. IT COVERS THE  
ACTIVITIES IN CONNECTION WITH  
RECORDING AND POSTING THE OPENING  
ENTRIES OF A SMALL BUSINESS. A  
LIST OF RESOURCES BEHAVIORAL  
OBJECTIVES AND A SELF-EVALUATING  
TEST ARE INCLUDED. (MU)

VT 100 485

WATKINS, DAISY  
BOOKKEEPING I: BOOKKEEPING CYCLE.  
LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-2

BEST COPY AVAILABLE

AIM/VOL 7 NO 3

PUR DATE - ND 16P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*RECORDKEEPING; \*STUDY  
GUIDES; UNITS OF STUDY (SUBJECT  
FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF  
STUDY, KEYED TO 20TH CENTURY  
BOOKKEEPING AND ACCOUNTING  
TEXTBOOK, IS FOR THE BEGINNER IN  
THE FIELD. IT COVERS THE  
ACTIVITIES IN CONNECTION WITH  
RECORDING AND POSTING ENTRIES FOR  
A GENERAL JOURNAL, STRIKING A  
TRIAL BALANCE, AND CORRECTING  
ERRORS IN A TRIAL BALANCE.  
BEHAVIORAL OBJECTIVES, RESOURCES,  
AND A SELF-EVALUATING TEST ARE  
INCLUDED. (MU)

VT 100 486

WATKINS, DAISY  
BOOKKEEPING I: SPECIAL JOURNALS  
AND SUBSIDIARY LEDGERS. LEARNING  
ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-3  
PUB DATE - ND 27P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*RECORDKEEPING; \*STUDY  
GUIDES; UNITS OF STUDY (SUBJECT  
FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF  
STUDY, KEYED TO 20TH CENTURY  
BOOKKEEPING AND ACCOUNTING  
TEXTBOOK IS FOR THE BEGINNER IN  
THE FIELD. IT COVERS THE  
ACTIVITIES IN CONNECTION WITH  
RECORDING PURCHASES, CASH  
PAYMENTS, SALES, AND THE CHECKING  
ACCOUNT AND RECONCILIATION OF BANK  
STATEMENTS. BEHAVIORAL OBJECTIVES,  
RESOURCES, AND A SELF-EVALUATING  
TEST ARE INCLUDED. (MU)

VT 100 487

WATKINS, DAISY  
BOOKKEEPING I: FINANCIAL REPORTS.  
LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-4  
PUB DATE - ND 19P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*RECORDKEEPING; \*STUDY  
GUIDES; UNITS OF STUDY (SUBJECT  
FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF



STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH REVIEWING THE WORK SHEET, PROFIT AND LOSS STATEMENT, BALANCE SHEET, THE CAPITAL STATEMENT, ADJUSTING AND CLOSING ENTRIES, AND THE POST-CLOSING TRIAL BALANCE. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 488  
WATKINS, DAISY  
BOOKKEEPING I: SPENCER ATHLETIC GOODS. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-5  
PUB DATE - ND 9P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*RECORDKEEPING; \*STUDY  
GUIDES; UNITS OF STUDY (SUBJECT  
FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH THE TRANSACTIONS OF A WHOLESALE ATHLETIC GOODS BUSINESS FOR A FISCAL PERIOD OF ONE MONTH. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 489  
WATKINS, DAISY  
BOOKKEEPING I: INTRODUCTION TO AUTOMATED DATA. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-6  
PUB DATE - ND 11P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*DATA  
PROCESSING; \*PROGRAMED UNITS;  
\*STUDY GUIDES; UNITS OF STUDY  
(SUBJECT FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS ACTIVITIES IN CONNECTION WITH AUTOMATIC MACHINES, HIGH SPEED ELECTRONIC EQUIPMENT, AND PROCEDURES IN AUTOMATIC DATA PROCESSING. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

BEST COPY AVAILABLE

VT 100 490  
WATKINS, DAISY  
BOOKKEEPING I: COMBINATION JOURNAL. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-7  
PUB DATE - ND 17P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*RECORDKEEPING; \*STUDY  
GUIDES; UNITS OF STUDY (SUBJECT  
FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH THE USE OF THE COMBINATION JOURNAL, THE PETTY CASH FUND, HANDLING OF SALES RETURNS AND CASH DISCOUNTS. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 491  
WATKINS, DAISY  
BOOKKEEPING I: CASH REGISTER BOOKKEEPING SYSTEM. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-8  
PUB DATE - ND 19P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*STUDY GUIDES; UNITS OF  
STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH DEPRECIATION, POST-DEPRECIATION EXPENSES, GAINS AND LOSSES ON FIXED ASSETS. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 492  
WATKINS, DAISY  
BOOKKEEPING I: PRACTICE SET.  
LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-9  
PUB DATE - ND 13P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED

UNITS; \*STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS ACTIVITIES IN CONNECTION WITH RECORDING SUCH TRANSACTIONS FROM CASH REGISTER RECORDS AS ENTRIES INTO A COMBINATION JOURNAL, POSTING, PROVING, AND PHASES OF ACCOUNTING AT THE END OF THE FISCAL PERIOD. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 493

WATKINS, DAISY  
BOOKKEEPING II: BOOKKEEPING CYCLE.  
LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-10  
PUB DATE - NO 14P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*STUDY GUIDES; UNITS OF  
STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS ACTIVITIES IN CONNECTION WITH ANALYZING BUSINESS TRANSACTIONS INTO DEBIT AND CREDIT PARTS AND RECORDING THEM INTO A COMBINATION JOURNAL, PROVING CASH, MAKING A SCHEDULE OF ACCOUNTS RECEIVABLE AND A SCHEDULE OF ACCOUNTS PAYABLE, AND STRIKING A TRIAL BALANCE. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 494

WATKINS, DAISY  
BOOKKEEPING II: DEPARTMENTAL AND  
PAYROLL ACCOUNTING. LEARNING  
ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.  
MF AVAILABLE IN VT-ERIC SET.  
LAP-11  
PUB DATE - NO 16P.

DESCRIPTORS - \*BOOKKEEPING;  
\*BUSINESS EDUCATION; \*PROGRAMED  
UNITS; \*STUDY GUIDES; UNITS OF  
STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*LEARNING ACTIVITY  
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN

THE FIELD. IT CONCERNS THE ACTIVITIES IN CONNECTION WITH APPLYING BOOKKEEPING PROCEDURES TO A BUSINESS ORGANIZED ON A DEPARTMENTAL BASIS. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 495

CURRICULUM GUIDE FOR OCCUPATIONAL  
HOME ECONOMICS: FOOD HOSTESS AND  
WAITRESS. FIELD TEST.

CHICAGO BOARD OF EDUCATION, ILL.  
MF AVAILABLE IN VT-ERIC SET.  
BOARD OF EDUCATION OF THE CITY OF  
CHICAGO, ROOM 822, 228 LASALLE  
ST., CHICAGO, IL 60601 (\$1.50)  
PUB DATE - 71 134P.

DESCRIPTORS - \*FOOD SERVICE; \*FOOD  
SERVICE INDUSTRY; \*FOODS  
INSTRUCTION; \*FOODS SERVICE  
OCCUPATIONS; \*OCCUPATIONAL HOME  
ECONOMICS; FOOD SERVICE WORKERS

ABSTRACT - THIS GUIDE COVERS A 10-WEEK COURSE FOR THE FRESHMAN YEAR IN A CHICAGO HIGH SCHOOL AS PART OF A 4-YEAR HOME ECONOMICS RELATED OCCUPATIONS PROGRAM. IT CAN ALSO BE USED TO SUPPLEMENT THE FOODS AND NUTRITION COURSE IN A GENERAL HIGH SCHOOL. TWO OBJECTIVES OF THE COURSE ARE TO DEVELOP SKILLS AND TO SHAPE ATTITUDES FOR SUCCESSFUL EMPLOYMENT IN THE FOODS SERVICE INDUSTRY. CONTENTS INCLUDE NINE UNITS PROVIDING INSTRUCTIONAL EXPERIENCES IN THE FOLLOWING GENERAL AREAS: (1) ATTITUDES AND UNDERSTANDINGS ABOUT PERSONAL QUALITIES INCLUDING APPEARANCE, SPEECH, MANNERS, SAFETY, AND HEALTH HABITS IN FOOD HANDLING, (2) SKILLS IN USING EQUIPMENT, PREPARING FOODS, PLANNING MENUS, AND GETTING ALONG WITH PEOPLE, AND (3) PRACTICE IN JOB ROTATION, SERVING VARIOUS TYPES OF MENUS, AND WORKING IN VARIOUS KINDS OF FOOD SERVICE ESTABLISHMENTS. (MU)

VT 100 496

USING THE RESULTS OF THE TRADE AND  
INDUSTRIAL EDUCATION ACHIEVEMENT  
TEST PROGRAM.

OHIO STATE DEPT. OF EDUCATION,  
COLUMBUS. TRADE AND INDUSTRIAL  
EDUCATION SERVICE.  
MF AVAILABLE IN VT-ERIC SET.  
INSTRUCTIONAL MATERIALS  
LABORATORY, THE OHIO STATE  
UNIVERSITY, 1885 NEIL AVENUE,  
COLUMBUS, OH 43210.  
PUB DATE - 72 29P.

DESCRIPTORS - \*ACHIEVEMENT TESTS;  
\*OCCUPATIONAL TESTS; \*TEST  
RESULTS; \*TESTING; \*TESTING  
PROGRAMS; APTITUDE TESTS; PROGRAM  
EVALUATION; VOCATIONAL PROGRAMS  
IDENTIFIERS - \*OHIO TRADE  
INDUSTRIAL EDUCATION ACHIEVEMENT



TEST

**ABSTRACT - THIS ACHIEVEMENT TEST PROGRAM GIVES SCHOOL ADMINISTRATORS, SUPERVISORS, TEACHERS, AND COUNSELORS AN EFFECTIVE TOOL IN A VOCATIONAL PROGRAM. SOME OF ITS PURPOSES ARE TO: (1) HELP DETERMINE IF THE OBJECTIVES OF INSTRUCTION HAVE BEEN ACHIEVED, (2) IDENTIFY FACILITY AND EQUIPMENT DEFICIENCIES, (3) IDENTIFY STRENGTHS AND WEAKNESSES OF THE INSTRUCTION AND OF THE STUDENTS, AND (4) HELP EVALUATE REFERENCE MATERIALS. THE ENTIRE TEST BATTERY CONSISTS OF THE CALIFORNIA SHORT FORM TEST OF ACADEMIC APTITUDE AND TRADE ACHIEVEMENT TEST WHICH ALL STUDENTS ARE EXPECTED TO COMPLETE PLUS 12 TRADE ACHIEVEMENT TESTS. INSTRUCTIONS ARE GIVEN IN USES OF THE TEST BATTERY AND IN UTILIZING THE TEST RESULTS. A SHORT REPORTING IS MADE ON A STUDY OF THE TEST RESULTS AND COMPLETE REPORT IS AVAILABLE FOR \$1.00 FROM INSTRUCTION MATERIALS LABORATORY, OHIO STATE UNIVERSITY, TOWNSHEND HALL, 1885 NEIL AVE., COLUMBUS, OHIO 43210. (AUTHOR/MU)**

**VT 100 497**  
PROPOSED CURRICULUM FOR TWO YEAR ENVIRONMENTAL SCIENCE TECHNOLOGY. FINAL REPORT.

**NORTH DAKOTA STATE SCHOOL OF SCIENCE, WAMPETON, N.D.**  
NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.  
RESEARCH COORDINATING UNIT.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - SEP72 150P.

**DESCRIPTORS - \*COLLEGE CURRICULUM; \*ENGINEERING TECHNOLOGY; \*ENVIRONMENTAL EDUCATION; \*SCIENCE PROGRAMS; \*TECHNICAL EDUCATION; POST SECONDARY EDUCATION; PROGRAM DESCRIPTIONS; VOCATIONAL EDUCATION IDENTIFIERS - \*NORTH DAKOTA STATE SCHOOL OF SCIENCE**

**ABSTRACT - THIS 2-YEAR CURRICULUM FOR A POSTSECONDARY PROGRAM IN ENVIRONMENTAL SCIENCE TECHNOLOGY IS ORIENTED TOWARD A "HANDS-ON" ENGINEERING APPROACH RATHER THAN THE BIOLOGICAL SCIENCE APPROACH. AN OUTLINE FOR THE SUGGESTED PROGRAM INCLUDES COURSE TITLE, YEAR AND QUARTER OFFERED, PERIODS PER WEEK, AND UNITS OF CREDIT FOR BOTH THE FIRST AND SECOND YEAR CLASSES. EACH COURSE TITLE FOLLOWS IN DETAIL WITH COURSE NAME AND NUMBER FOR EACH QUARTER OF COLLEGE STUDY, COURSE CONTENT WITH OBJECTIVES, THE MAJOR DIVISIONS OF THE COURSE AND PERIODS DEVOTED TO EACH DIVISION, TEXTS AND REFERENCES, IN ALL, 33 COURSES ARE DESCRIBED. (MU)**

**VT 100 498**  
GUIDE FOR ADMINISTERING CAREER EDUCATION TESTS K-9.

**MINNESOTA RESEARCH COORDINATING UNIT IN OCCUPATIONAL EDUCATION, MINNEAPOLIS.**  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 14P.

**DESCRIPTORS - \*CAREER EDUCATION; \*GUIDES; \*TESTING; \*TESTS; GROUP TESTS; OBJECTIVE TESTS**

**ABSTRACT - TO PROVIDE TEST ADMINISTRATORS WITH BACKGROUND INFORMATION ON THE CAREER EDUCATION EVALUATION PROJECT, THIS GUIDE DESCRIBES A HISTORY OF THE FUNDING SOURCE OF THE PROGRAM AND ITS DEVELOPMENT AND IMPLEMENTATION. DEFINITIONS OF EXPERIMENTAL AND CONTROL CLASSES ARE GIVEN. EIGHT STEPS FOR ADMINISTERING THE TESTS ARE RECOMMENDED AND THE PROCEDURES IN HANDLING THE ANSWER SHEETS ARE OUTLINED. (MU)**

**VT 100 499**  
EXPLORING MY WORLD: CAREER INSTRUCTIONAL UNIT 3, GRADE 1.

**NEWPORT INDEPENDENT SCHOOL DISTRICT, KY.**  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 18P.

**DESCRIPTORS - \*CAREER EDUCATION; \*FIELD TRIPS; \*GRADE 1; \*INTEGRATED CURRICULUM; \*TEACHING GUIDES; ELEMENTARY GRADES IDENTIFIERS - \*NEWPORT INDEPENDENT SCHOOL DISTRICT; KENTUCKY**

**ABSTRACT - THIS BOOKLET IS PROVIDED TO ASSIST THE TEACHERS WHO ARE IMPLEMENTING A CAREER EDUCATION PROGRAM IN THE NEWPORT INDEPENDENT SCHOOL DISTRICT OF KENTUCKY. CORRELATIONS OF SUBJECT MATTER AND FIELD TRIPS IN GRADE 1 ARE PROVIDED FOR THE FOLLOWING SUBJECTS: (1) READING, (2) LANGUAGE, (3) SPELLING, (4) WRITING, (5) ART, (6) MUSIC, AND (7) SOCIAL STUDIES AND HEALTH. PREPARATIONS FOR FIELD TRIPS AND FOLLOWUP ACTIVITIES ARE OUTLINED. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 073 - VT 100 075, VT 100 206, AND VT 100 207. (MU)**

**VT 100 500**  
BAGGETT, GUY  
ADVERTISING PAYS.

**OHIO STATE UNIV., COLUMBUS.**  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 17P.

**DESCRIPTORS - \*DISTRIBUTIVE**



EDUCATION; \*EDUCATIONAL GAMES;  
\*PUBLICIZE; \*RETAILING;  
INSTRUCTIONAL MATERIALS; LEARNING  
ACTIVITIES; NEWSPAPERS

ABSTRACT - THIS MATERIAL FOR CONDUCTING AN EDUCATIONAL GAME PROVIDES THE INSTRUCTOR WITH SUPPLIES, SUGGESTIONS, AND INSTRUCTIONS FOR A MONTH-LONG EXPERIENCE IN RETAIL ADVERTISING FOR A DISTRIBUTIVE EDUCATION CLASS. IT IS DESIGNED TO HELP STUDENTS BETTER UNDERSTAND HOW A RETAILER IN A SMALL CITY PLANS AND CONDUCTS NEWSPAPER ADVERTISING WITHIN A PREDETERMINED BUDGET. (AUTHOR/MU)

VT 100 501  
CAREER EDUCATION CURRICULUM GUIDE

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS.  
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 390P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*INTEGRATED CURRICULUM; \*STATE CURRICULUM GUIDES; \*TEACHING GUIDES; ELEMENTARY GRADES; SECONDARY GRADES  
IDENTIFIERS - \*INDIANA

ABSTRACT - TO INTRODUCE CAREER EDUCATION INTO THE CURRICULUM OF THE INDIANA SCHOOLS, THE EDITORS HAVE DEVELOPED A MODEL, KINDERGARTEN THROUGH GRADE 12, DESCRIBING HOW THE CONCEPTS OF CAREER EDUCATION MAY BE IMPLEMENTED. THIS GUIDE, IN A 3-COLUMN FORMAT, GIVES THE TEACHER AN OUTLINE OF LEARNING OBJECTIVES, LEARNING EXPERIENCES, AND MATERIALS AND RESOURCES FOR INTEGRATING THE CAREER EDUCATION CONCEPTS INTO THE SUBJECT MATTER OF THE ELEMENTARY AND SECONDARY GRADES. SELF CONCEPT IN GRADES K THROUGH 5, CAREER EXPLORATION IN GRADES 6 THROUGH 8, CAREER INVESTIGATION IN GRADES 9 AND 10, AND CAREER EXPERIENCE IN GRADES 11 AND 12 ARE MADE A PART OF THE EXISTING CURRICULUM. THE MODEL, A GLOSSARY, AND EXTENSIVE APPENDIXES CONTAINING ACTIVITIES, RESOURCES, FORMS, TEST INFORMATION, AND A BIBLIOGRAPHY ARE INCLUDED. (AUTHOR/MU)

VT 100 502  
GUARINO, SAM  
COMMUNICATIONS FOR SUPERVISORS.  
LEADER'S GUIDE AND CASSETTE.

CLEVELAND HEIGHTS HIGH SCHOOL, OHIO.; DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, COLUMBUS, OHIO.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 74 118P.

DESCRIPTORS - \*COMMUNICATION SKILLS; \*COMMUNICATION (THOUGHT TRANSFER); \*LEADERSHIP TRAINING; \*SUPERVISORS; SEMINARS; SUPERVISORY TRAINING

ABSTRACT - THIS GUIDE FOR SEMINAR LEADERS PROVIDES A SOURCE BOOK OF GENERAL SUGGESTIONS, SPECIFIC ACTIVITIES, AND FACTUAL INFORMATION TO HELP THE SEMINAR PARTICIPANT DEVELOP EFFECTIVE COMMUNICATION SKILLS. SIX UNITS CONTAIN MATERIAL CONCERNING THE FOLLOWING TOPICS: (1) PURPOSES OF COMMUNICATION, (2) RESPONSIBILITIES IN COMMUNICATING, (3) PERSUASION, (4) LISTENING AND LEADERSHIP, (5) MEDIA AND MESSAGES, (6) MOTIVATION AND MANAGEMENT. THE LEADER IS GIVEN SUGGESTIONS ON OPENING THE SESSIONS, CONDUCTING A SUCCESSFUL SEMINAR, AND CONCLUDING THE SEMINAR. ACTIVITIES, HANDOUTS, AND TRANSPARENCY ORIGINALS ARE INCLUDED. A 60-MINUTE CASSETTE TAPE ACCOMPANIES THE DOCUMENT. (AUTHOR/MU)

VT 100 503  
BULLETIN BOARD IDEAS FOR  
DISTRIBUTIVE EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. DISTRIBUTIVE EDUCATION SERVICES.; CLEMSON UNIVERSITY, SOUTH CAROLINA. VOCATIONAL EDUCATION MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
OFFICE OF VOCATIONAL EDUCATION, DISTRIBUTIVE EDUCATION SERVICES, COLUMBIA, SC 29631  
PUB DATE - 73 17P.

DESCRIPTORS - \*BULLETIN BOARDS;  
\*DISTRIBUTIVE EDUCATION; \*MATERIAL DEVELOPMENT; CENTERS OF INTEREST; INSTRUCTIONAL MATERIALS

ABSTRACT - A PUBLICATION DERIVING ITS ORIGIN FROM A PREVIOUS ONE, THIS BOOKLET CONTAINS WITHIN IT ILLUSTRATIONS OF BULLETIN BOARD DISPLAYS WHICH MAY BE USED IN FACILITATING MOTIVATION FOR THE STUDY OF DISTRIBUTIVE EDUCATION. A TOTAL OF 17 BULLETIN BOARD IDEAS ARE INCLUDED, ALL PROVIDING INFORMATION ON THE PROBABLE APPROPRIATE TIME FOR DESIGNING AND DISPLAYING THE BOARDS, AS WELL AS THE MATERIALS AND SUPPLIES NEEDED, THE COST OF THE MATERIALS TO BE USED, AND APPROXIMATE TIME ESTIMATES FOR CONSTRUCTING THE DISPLAYS. (SN)

VT 100 504  
BEASLEY, GARY F.

BEST COPY AVAILABLE

**BASIC MATHEMATICS AND MEASUREMENT  
FOR LUMBER INDUSTRIES.**

MISSISSIPPI STATE UNIV. RESEARCH  
AND CURRICULUM UNIT, MISSISSIPPI  
STATE. DIV. OF VOCATIONAL AND  
TECHNICAL EDUCATION.; MISSISSIPPI  
STATE DEPT. OF EDUCATION, JACKSON.  
DIV. OF VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
MISSISSIPPI STATE UNIVERSITY,  
RESEARCH AND CURRICULUM UNIT FOR  
VOCATIONAL AND TECHNICAL  
EDUCATION, MISSISSIPPI STATE, MS  
PUB DATE - 73 17P.

DESCRIPTORS - \*FORESTRY; \*LUMBER  
INDUSTRY; \*MATHEMATICAL CONCEPTS;  
\*MATHEMATICS; \*MEASUREMENT;  
PUBLICATIONS

ABSTRACT - THIS BOOKLET WAS  
DESIGNED TO INTRODUCE FOREST  
PRODUCTS EMPLOYEES TO BASIC  
MATHEMATICS AND MEASUREMENT  
CONCEPTS WHICH ARE NECESSARY FOR  
JOB SUCCESS IN THE LUMBER  
INDUSTRY. WHILE VARIOUS SOURCES  
WERE USED TO COMPILE THIS  
DOCUMENT, A MAJOR PORTION OF THE  
MATHEMATICS SECTION WAS OBTAINED  
FROM THE WEYERHAEUSER TRAINING  
GUIDES WHICH ARE USED EXTENSIVELY  
IN SEVERAL INDUSTRIAL TRAINING  
PROGRAMS. PRESENTED IS INFORMATION  
ON THE FOLLOWING SPECIFIC TOPICS:  
(1) MATHEMATICS, (2) DECIMAL  
FRACTIONS, (3) PERCENTAGE, (4)  
FORMULA, (5) READING A RULE, AND  
(6) UNITS OF MEASUREMENT. IN  
ADDITION, PRACTICE EXERCISES AND  
REFERENCE TABLES ARE PROVIDED.  
(15N)

VT 100 505  
MOLONEY, NEIL  
LAW ENFORCEMENT CURRICULUM. STATE  
OF WASHINGTON.

HIGHLINE COMMUNITY COLLEGE,  
SEATTLE, WASH.  
WASHINGTON STATE DIV. OF  
VOCATIONAL EDUCATION, OLYMPIA.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - NO 58P.

DESCRIPTORS - \*LAW ENFORCEMENT;  
\*POLICE; \*PROGRAM GUIDES; \*STATE  
CURRICULUM GUIDES; \*VOCATIONAL  
EDUCATION; COMMUNITY COLLEGES;  
GOVERNMENT EMPLOYEES; POST  
SECONDARY EDUCATION; TECHNICAL  
EDUCATION

ABSTRACT - THIS CURRICULUM GUIDE,  
PREPARED BY A SEATTLE POLICE  
OFFICER, FOR USE IN WASHINGTON'S  
COMMUNITY COLLEGES, WAS DESIGNED  
TO PREPARE STUDENTS FOR A CAREER  
IN LAW ENFORCEMENT. IT COMBINES  
LAW ENFORCEMENT COURSES AND A  
SELECTED GROUP OF GENERAL  
EDUCATION COURSES IN A 2-YEAR  
PROGRAM. THE GRADUATE IS EXPECTED

TO BE ABLE TO PERFORM ROUTINE  
POLICE TASKS IMMEDIATELY UPON  
ENTERING A DEPARTMENT AND WILL  
ALSO HAVE A FOUNDATION IN  
COMMUNICATION SKILLS. THE PROGRAM  
IS OUTLINED QUARTER-BY-QUARTER AND  
18 COURSE OUTLINES ARE DESCRIBED.  
EACH COURSE OUTLINE INCLUDES CLASS  
HOURS PER WEEK, PREREQUISITES,  
OBJECTIVES, COURSE CONTENT, AND A  
RESOURCE BIBLIOGRAPHY. (AUTHOR/MU)

VT 100 506  
EVERHARDT, RICHARD M.  
WORD PUZZLES FOR D.E.  
(DISTRIBUTIVE EDUCATION).

DISTRIBUTIVE EDUCATION MATERIALS  
LABORATORY, COLUMBUS, OHIO.;  
JEFFERSON HIGH SCHOOL, DELPHOS,  
OHIO.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - NO 91P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*EDUCATIONAL GAMES;  
\*MARKETING; \*PUZZLES; \*TESTS;  
MERCHANDISING; RETAILING;  
WHOLESALE

ABSTRACT - THESE WORD PUZZLES  
PROVIDE INSTRUCTORS WITH A MEANS  
OF COMBINING TESTS WITH  
EDUCATIONAL GAMES IN A  
DISTRIBUTIVE EDUCATION CLASSROOM.  
EACH PUZZLE HAS A MINIMUM OF NINE  
HIDDEN WORDS IN A MAZE OF LETTERS,  
LISTED HORIZONTALLY, VERTICALLY,  
OR DIAGONALLY. PUZZLES COVER A  
NUMBER OF TOPICS INCLUDING: (1)  
MARKETING FUNCTIONS, (2) CHANNELS  
OF DISTRIBUTION, (3) DISTRIBUTIVE  
EDUCATION, (4) STORE POLICIES, AND  
(5) TYPES OF STORES. (MU)

VT 100 507  
BENNER, SANDY  
DEPARTMENT STORE PROBLEMS. AN IN-  
BASKET SIMULATION.

RED WING AREA VOCATIONAL TECHNICAL  
CENTER, MINNESOTA  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - NO 94P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*MERCHANDISING;  
\*RETAILING; \*SIMULATED  
ENVIRONMENT; \*SIMULATION; SALES  
OCCUPATIONS

ABSTRACT - THIS IN-BASKET  
SIMULATION PACKAGE WAS DESIGNED TO  
HELP STUDENTS LEARN ABOUT WORKING  
IN A DEPARTMENT STORE. VARIOUS  
ACTIVITIES COMMONLY OCCURRING IN  
RETAILING ARE SIMULATED THROUGH  
THE USE OF WRITTEN MEMOS AND  
TELEPHONE MESSAGES. WORK ROLES ARE  
PROVIDED FOR EIGHT DIFFERENT  
MANAGEMENT FUNCTIONS SUCH AS



GENERAL MANAGER, MERCHANDISE MANAGER, CREDIT MANAGER AND ADVERTISING MANAGER. UNITS OF WORK ALSO INCLUDE THOSE OF SALESPERSON, CASHIER, INVENTORY CLERK, PAYROLL CLERK, STOCKKEEPER, COPYWRITER, WINDOW DISPLAY AND INTERIOR DISPLAY WORKER. (AUTHOR/MU)

# VT 100 508

GARPISON, DOROTHY D.  
DUPLICATING EQUIPMENT. TEACHER'S MANUAL.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., SOUTH CAROLINA. VOCATIONAL EDUCATION MEDIA CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
OFFICE OF VOCATIONAL EDUCATION, OFFICE OCCUPATIONS SECTION, COLUMBIA, SC 29201  
PUB DATE - 72 14P.

DESCRIPTORS - \*BUSINESS EDUCATION;  
\*EQUIPMENT UTILIZATION; \*OFFICE MACHINES; \*TEACHING GUIDES;  
\*REPROGRAPHY; BUSINESS SKILLS;  
EQUIPMENT MAINTENANCE

ABSTRACT - THIS MANUAL WAS DESIGNED FOR USE BY BUSINESS EDUCATION TEACHERS FOR THE FACILITATION OF INSTRUCTION IN THE AREA OF BUSINESS MACHINE OPERATIONS. CONTAINED ARE INSTRUCTIONAL GUIDES FOR THE TEACHING OF SKILLS IN THE USE OF THE FOLLOWING PROCESSES: (1) THE FLUID PROCESS, (2) THE INK DUPLICATION PROCESS, AND (3) THE OFFSET PROCESS. AS A SUPPLEMENT TO THE INSTRUCTIONAL GUIDES, TWO PRACTICE PROBLEMS ARE INCLUDED. (SN)

# VT 100 509

CURRICULUM GUIDE FOR BUILDING CONSTRUCTION.

OREGON STATE DEPT. OF EDUCATION, SALEM.  
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.  
DOCUMENTS CLERK, STATE DEPARTMENT OF EDUCATION, 942 LANCASTER DR., NE, SALEM, OR 97310 (\$2.50)  
PUB DATE - 72 271P.

DESCRIPTORS - \*BUILDING TRADES;  
\*CONSTRUCTION INDUSTRY; \*SKILLED OCCUPATIONS; \*TRADE AND INDUSTRIAL EDUCATION; \*VOCATIONAL EDUCATION; CARPENTERS; ENTRY WORKERS; PAINTING; ROOFING; SAFETY;  
SECONDARY GRADES

ABSTRACT - THIS CURRICULUM GUIDE FOR OREGON SECONDARY SCHOOLS PROVIDES THE COURSE CONTENT IN A PROGRAM PREPARING STUDENTS FOR A VARIETY OF OCCUPATIONS IN THE BUILDING INDUSTRY. KNOWLEDGE OF MATERIALS, SKILL IN USE AND CARE

OF TOOLS, AND AN UNDERSTANDING OF LAWS AND REGULATIONS AFFECTING THE INDUSTRY, OF BUILDING FUNCTIONS AND DESIGN, AND OF SAFETY PRACTICES ARE PRIMARY OBJECTIVES OF THE CONSTRUCTION CAREER CLUSTER PROGRAM. INSTRUCTIONAL SPECIFICATIONS FOR ENTRY-LEVEL SKILLS FOR THE SEVEN KEY OCCUPATIONS (CARPENTER, TROWEL TRADES, IRON WORKER, PIPE TRADES, FLOOR LAYER, PAINTER, AND ROOFER) ARE CATEGORIZED ACCORDING TO THEIR MOST COMMON CHARACTERISTIC; THUS, TO DEVELOP A FULLY INDIVIDUALIZED CURRICULUM, TEACHERS WILL HAVE TO USE BOTH THE TASK ANALYSIS AND THE INSTRUCTIONAL ANALYSIS PROVIDED. AN APPENDIX SUPPLIES AN ACCIDENT PREVENTION PROGRAM FOR SCHOOL SHOPS, LISTS OF TOOLS AND EQUIPMENT, AND A DIRECTORY OF MEDIA PRODUCERS AND DISTRIBUTORS. (AUTHOR/MU)

# VT 100 510

HOW TO GET PUBLICITY FOR YOUR STATE LP/VN ASSOCIATION.

WILLIAMS (F. BRYAN), INC., NEW YORK, N.Y.  
NATIONAL ASSOCIATION FOR PRACTICAL NURSE EDUCATION AND SERVICE, INC., NEW YORK, N.Y.  
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.  
NATIONAL ASSOCIATION FOR PRACTICAL NURSE EDUCATION AND SERVICE, INC., 122 EAST 42ND STREET, NEW YORK, N.Y. 10017 (\$1.50)  
PUB DATE - 72 14P.

DESCRIPTORS - \*COMMUNICATIONS;  
\*INFORMATION DISSEMINATION; \*MASS MEDIA; \*PUBLIC RELATIONS;  
\*PUBLICIZE; PRACTICAL NURSES

ABSTRACT - ADDRESSED TO STATE ASSOCIATION PRESIDENTS AND EXECUTIVE SECRETARIES, THIS MANUAL ON PUBLICITY DESCRIBES TECHNIQUES USEFUL IN THE EFFORT TO INFORM THE PUBLIC OF THE ROLES AND FUNCTIONS OF LICENSED PRACTICAL NURSES AND THE PROFESSION OF PRACTICAL NURSING. CONTENTS INCLUDE MATERIAL ON: (1) WHAT PUBLICITY IS AND WHO IN THE ORGANIZATION SHOULD BE RESPONSIBLE FOR IT, (2) HOW TO BEGIN A PROGRAM OF PUBLICITY, AND (3) HOW TO USE A VARIETY OF TECHNIQUES IN WRITING, PREPARING PRESS RELEASES, AND WORKING WITH THE PRESS. (MU)

# VT 100 511

CHAPMAN, ELWOOD N.  
WORK EXPERIENCE SURVIVAL KIT: THE BOOK NO WORK EXPERIENCE EDUCATION STUDENT SHOULD BE WITHOUT.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.  
GOODYEAR PUBLISHING COMPANY, INC., PACIFIC PALISADES, CALIFORNIA



DESCRIPTORS - \*INSTRUCTIONAL MATERIALS; \*READING MATERIALS; \*TEXTBOOKS; \*WORK EXPERIENCE PROGRAMS; SECONDARY GRADES; WORK STUDY PROGRAMS

ABSTRACT - THIS BOOK WAS DESIGNED TO STRENGTHEN THE WORK EXPERIENCE PROGRAM AND ASSIST THE COORDINATOR IN PLANNING INSTRUCTION. IT IS INTENDED TO BE PRACTICAL AND SELF-INSTRUCTING SO THAT THE TRAINEE CAN STUDY AND BENEFIT FROM IT WITHOUT SUPERVISION FROM HIS COORDINATOR. CONTENTS INCLUDE: (1) A TOTAL OF 16 TOPICAL UNITS WITH CASE PROBLEMS CONTAINED IN EACH, (2) AN APPENDIX ENTITLED, "HOW TO GO ABOUT GETTING A GOOD JOB," (3) DISCUSSION AND EXAMINATION QUESTIONS, (4) AUTHOR'S SUGGESTED ANSWERS TO CASE PROBLEMS, AND (5) ANSWERS TO DISCUSSION AND EXAMINATION QUESTIONS. (SN)

VT 100 512

CAMERON, CLIVE A.  
GOING METRIC WITH THE UNITED STATES PRINTING INDUSTRY.

ROCHESTER INST. OF TECH., N.Y.  
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.

GRAPHIC ARTS RESEARCH CENTER,  
ROCHESTER INSTITUTE OF TECHNOLOGY,  
ROCHESTER, NEW YORK 14623  
PUB DATE - 72 175P.

DESCRIPTORS - \*GRAPHIC ARTS;  
\*MEASUREMENT; \*METRIC SYSTEM;  
\*STANDARDS; PRINTING; TEXTBOOKS

ABSTRACT - THIS TEXT ON THE METRIC SYSTEM IS AIMED AT READERS IN THE PRINTING AND ALLIED INDUSTRIES AND FOCUSES ON SPECIFIC APPLICATIONS OF THE SYSTEM TO THE FIELD OF GRAPHICS ARTS. APPEALING, AS WELL, TO THE GENERAL READER, ARE THE CHAPTERS DEALING WITH THE HISTORY OF SYSTEMS OF MEASUREMENT, THE INTERNATIONAL SYSTEM (SI) OF UNITS, METRICATION IN THE UNITED STATES, AND THE DIFFERING PATHS TAKEN BY JAPAN AND GREAT BRITAIN IN ADOPTING THE METRIC SYSTEM. THE EFFECTS OF METRIC STANDARDS ON MACHINERY AND EQUIPMENT IN THE INDUSTRY, TYPESETTING, PAPER, PACKAGING, AND PRINTING PRODUCTS AND PROCESSES ARE DESCRIBED. A WORLD MAP HIGHLIGHTING THOSE COUNTRIES NOT USING THE METRIC SYSTEM IS A SIGNIFICANT LOOK AT THE RELUCTANCE OF THE UNITED STATES AMONG THE OTHER LARGE NATIONS OF THE WORLD. THE BOOK IS A BEAUTIFUL EXAMPLE OF COLOR PAPER, PRINTING, AND BINDING. (MU)

VT 100 513

DIXON, EMERY H., ED.  
RECOMMENDATIONS FOR TEACHING

WELDING: SETTING UP TRAINING PROGRAMS AND SHOPS.

HOBART SCHOOL OF WELDING TECHNOLOGY, TROY, OHIO.  
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.  
EW-240  
HOBART BROTHERS COMPANY, ATTN:  
BOOK DEPARTMENT, TROY, OHIO 45373  
PUB DATE - 71 67P.

DESCRIPTORS - \*PROGRAM GUIDES;  
\*TRADE AND INDUSTRIAL EDUCATION;  
\*WELDING; EDUCATIONAL EQUIPMENT;  
METAL WORKING OCCUPATIONS;  
RESOURCE MATERIALS; WELDERS  
IDENTIFIERS - \*HOBART SCHOOL OF TECHNOLOGY

ABSTRACT - THIS PROGRAM GUIDE FOR WELDING GIVES THE ADMINISTRATOR AND INSTRUCTOR SUGGESTIONS FOR PLANNING A WELDING PROGRAM, LAYING OUT THE WELDING SHOP, AND BUILDING SOME OF THE EQUIPMENT. VARIOUS TEACHING METHODS AND SOURCES OF TRAINING PUBLICATIONS ARE PROVIDED AS WELL AS SAMPLE COURSES, TAKEN FROM THE HOBART SCHOOL OF TECHNOLOGY CURRICULUM, WITH SUGGESTED NUMBER OF HOURS. PHOTOGRAPHS AND NUMEROUS WORKING DRAWINGS ILLUSTRATE THE TEXT. (MU)

VT 100 514

THE ARTS, CULTURAL SERVICES, AND CAREER EDUCATION: SPECIAL ISSUE, THE JOURNAL OF AESTHETIC EDUCATION, VOL. 7, NUMBER 4.

ILLINOIS UNIV., URBANA.  
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.  
PUB DATE - OCT73 122P.

DESCRIPTORS - \*AFSTHETIC EDUCATION; \*ART ACTIVITIES;  
\*CAREER EDUCATION; \*CULTURAL ENRICHMENT; \*HUMANITIES; ART EDUCATION; CONFERENCE REPORTS;  
LEISURE TIME; WORK LIFE EXPECTANCY

ABSTRACT - THIS SPECIAL ISSUE OF "THE JOURNAL OF AESTHETIC EDUCATION" WAS A PRODUCT OF A CONFERENCE OF SOME 40 PARTICIPANTS IN JUNE 1973 AT URBANA, ILLINOIS. CONDUCTED UNDER THE U.S. OFFICE OF EDUCATION'S CURRICULUM CENTER FOR OCCUPATIONAL AND ADULT EDUCATION, THE CONFERENCE WAS AN ATTEMPT TO ANALYZE THE RELATIONSHIPS EXISTING BETWEEN CAREER EDUCATION AND THE ARTS. THIS ISSUE CONTAINS THE SIX MAJOR PAPERS PRESENTED, PLUS AN ARTICLE CONTAINING RECOMMENDATIONS FOR FURTHER STUDY WHICH WAS WRITTEN AFTER THE CONFERENCE AND ENTITLED, "THE ARTS, CULTURAL SERVICES, AND CAREER EDUCATION: RECOMMENDATIONS FOR CURRICULUM WORK" BY RALPH A. SMITH. THE SIX MAJOR PAPERS WERE: "RATIONALE FOR CAREER EDUCATION" BY RUPERT N.

EVANS AND GORDON MCCLOSKEY, "WORK--  
THE CONCEPT: PAST, PRESENT, AND  
FUTURE" BY F.E. SPARSHOTT, "ART  
AND THE GENERAL WELFARE" BY ALBERT  
WILLIAM LEVI, "AESTHETIC WELFARE,  
AESTHETIC JUSTICE, AND EDUCATIONAL  
POLICY" BY MONROE C. BEARDSLEY,  
"THE INSTITUTIONAL STRUCTURE OF  
CULTURAL SERVICES" BY VYTAUTAS  
KAVOLIS, AND "THE FUTURE OF  
CULTURAL SERVICES" BY JOSEPH  
BENSMAN. (MU)

BEST COPY AVAILABLE

## INSTRUCTIONAL MATERIALS SUBJECT INDEX

This index lists titles of documents under the major subject terms that have been assigned to characterize their contents. The subjects, which conform to those presented in the Thesaurus of ERIC Descriptors, are listed in alphabetical order.

As shown in the example below, the page on which the document abstract appears is displayed above the title.

|                                                          |    |
|----------------------------------------------------------|----|
| <u>ACCIDENT PREVENTION</u>                               |    |
| VT 100 011                                               | 3  |
| UPS AND DOWNS: THE BASIC PRINCIPLES<br>OF LADDER SAFETY. |    |
| <u>ACCOUNTING</u>                                        |    |
| VT 100 009                                               | 3  |
| BUDGETING AND SPENDING.                                  |    |
| VT 100 015                                               | 4  |
| FARM RECORDS--A MANAGEMENT TOOL                          |    |
| VT 100 144                                               | 37 |
| CLIFFS KEYNOTE REVIEWS: ACCOUNTING.                      |    |



BEST COPY AVAILABLE

## SUBJECT INDEX

|                                    | PAGE |                                 | PAGE |
|------------------------------------|------|---------------------------------|------|
| <u>ACHIEVEMENT TESTS</u>           |      | <u>VT 100 423</u>               | 365  |
| <u>VT 100 498</u>                  | 384  | A GUIDE FOR TEACHING            |      |
| USING THE RESULTS OF THE TRADE     |      | AGRICULTURAL                    |      |
| AND INDUSTRIAL EDUCATION           |      | SUPPLIES/SERVICES.              |      |
| ACHIEVEMENT TEST PROGRAM.          |      | <u>VT 100 424</u>               | 365  |
| <u>ADMINISTRATIVE ORGANIZATION</u> |      | A GUIDE FOR TEACHING            |      |
| <u>VT 100 441</u>                  | 370  | AGRICULTURAL PRODUCTION.        |      |
| A VOCATIONAL TEACHER EDUCATION     |      | <u>VT 100 425</u>               | 366  |
| MODULE. V. ED. I-1.                |      | A GUIDE FOR TEACHING BASIC      |      |
| ORGANIZATION OF VOCATIONAL         |      | AGRICULTURE.                    |      |
| EDUCATION IN DADE COUNTY           |      | <u>VT 100 427</u>               | 366  |
| PUBLIC SCHOOLS. TENTATIVE          |      | A GUIDE FOR TEACHING            |      |
| DRAFT.                             |      | AGRICULTURAL MECHANICS.         |      |
| <u>ADMINISTRATOR GUIDES</u>        |      | <u>AGRICULTURAL ENGINEERING</u> |      |
| <u>VT 100 421</u>                  | 365  | <u>VT 100 427</u>               | 366  |
| HIGH SCHOOL DRIVER AND TRAFFIC     |      | A GUIDE FOR TEACHING            |      |
| SAFETY EDUCATION IN THE STATE      |      | AGRICULTURAL MECHANICS.         |      |
| OF ARIZONA. ADMINISTRATIVE         |      | <u>VT 100 435</u>               | 369  |
| RESOURCE GUIDE.                    |      | AGRICULTURAL MECHANICS          |      |
| <u>VT 100 445</u>                  | 371  | INSTRUCTION IN SECONDARY        |      |
| PEDIATRIC ASSISTANT: A PROGRAM     |      | SCHOOLS IN MISSISSIPPI. THE     |      |
| DEVELOPMENT GUIDE.                 |      | LABORATORY-WORK AREA APPROACH.  |      |
| <u>VT 100 450</u>                  | 373  | <u>AGRICULTURAL OCCUPATIONS</u> |      |
| DIVERSIFIED OCCUPATIONS            |      | <u>VT 100 419</u>               | 364  |
| COORDINATOR'S HANDBOOK.            |      | NEBRASKA CURRICULUM GUIDE FOR   |      |
| <u>ADMINISTRATOR ROLE</u>          |      | AGRI-BUSINESS AND NATURAL       |      |
| <u>VT 100 450</u>                  | 373  | RESOURCES OCCUPATIONS           |      |
| DIVERSIFIED OCCUPATIONS            |      | EDUCATION.                      |      |
| COORDINATOR'S HANDBOOK.            |      | <u>AGRICULTURAL PRODUCTION</u>  |      |
| <u>ADULT VOCATIONAL EDUCATION</u>  |      | <u>VT 100 424</u>               | 365  |
| <u>VT 100 415</u>                  | 363  | A GUIDE FOR TEACHING            |      |
| A GUIDE FOR PLANNING               |      | AGRICULTURAL PRODUCTION.        |      |
| INSTRUCTION FOR ADULTS IN          |      | <u>AGRICULTURAL SAFETY</u>      |      |
| AGRICULTURAL EDUCATION.            |      | <u>VT 100 417</u>               | 364  |
| <u>VT 100 470</u>                  | 378  | FARM EQUIPMENT SAFETY TEACHING  |      |
| AIRPLANE FLIGHT INSTRUCTOR         |      | KIT.                            |      |
| WRITTEN TEST GUIDE.                |      | <u>AGRICULTURAL SUPPLIES</u>    |      |
| <u>AESTHETIC EDUCATION</u>         |      | <u>VT 100 423</u>               | 365  |
| <u>VT 100 514</u>                  | 389  | A GUIDE FOR TEACHING            |      |
| THE ARTS, CULTURAL SERVICES,       |      | AGRICULTURAL                    |      |
| AND CAREER EDUCATION: SPECIAL      |      | SUPPLIES/SERVICES.              |      |
| ISSUE, THE JOURNAL OF              |      | <u>AGRICULTURE</u>              |      |
| AESTHETIC EDUCATION, VOL. 7,       |      | <u>VT 100 425</u>               | 366  |
| NUMBER 4.                          |      | A GUIDE FOR TEACHING BASIC      |      |
| <u>AGRICULTURAL EDUCATION</u>      |      | AGRICULTURE.                    |      |
| <u>VT 100 414</u>                  | 363  | <u>VT 100 427</u>               | 366  |
| A GUIDE FOR TEACHING FORESTRY.     |      | A GUIDE FOR TEACHING            |      |
| <u>VT 100 415</u>                  | 363  | AGRICULTURAL MECHANICS.         |      |
| A GUIDE FOR PLANNING               |      | <u>VT 100 428</u>               | 367  |
| INSTRUCTION FOR ADULTS IN          |      | A GUIDE FOR TEACHING            |      |
| AGRICULTURAL EDUCATION.            |      | AGRICULTURAL RESOURCES.         |      |
| <u>VT 100 416</u>                  | 363  | <u>AIR CONDITIONING</u>         |      |
| A GUIDE FOR PLANNING PROGRAMS      |      | <u>VT 100 410</u>               | 362  |
| IN AGRICULTURAL EDUCATION.         |      | AUTO MECHANICS: BLOCK VIII:     |      |
| <u>VT 100 419</u>                  | 364  | HEATING AND AIR CONDITIONING.   |      |
| NEBRASKA CURRICULUM GUIDE FOR      |      |                                 |      |
| AGRI-BUSINESS AND NATURAL          |      |                                 |      |
| RESOURCES OCCUPATIONS              |      |                                 |      |
| EDUCATION.                         |      |                                 |      |

BEST COPY AVAILABLE SUBJECT INDEX

|                                                                                                                                | PAGE |                                                                                                | PAGE |
|--------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------|------|
| <b>AIRCRAFT PILOTS</b>                                                                                                         |      | <b>VT 100 410</b>                                                                              | 362  |
| <b>VT 100 470</b>                                                                                                              | 378  | <b>AUTO MECHANICS: BLOCK VIII: HEATING AND AIR CONDITIONING.</b>                               |      |
| <b>AIRPLANE FLIGHT INSTRUCTOR WRITTEN TEST GUIDE.</b>                                                                          |      | <b>VT 100 412</b>                                                                              | 362  |
| <b>ANNOTATED BIBLIOGRAPHIES</b>                                                                                                |      | <b>AUTO MECHANICS WORKBOOK. PART I.</b>                                                        |      |
| <b>VT 100 465</b>                                                                                                              | 377  | <b>VT 100 458</b>                                                                              | 375  |
| <b>SOUTH CAROLINA CAREER EDUCATION CURRICULUM MATERIALS.</b>                                                                   |      | <b>SMALL GASOLINE ENGINES. FLOAT TYPE CARBURETOR REPAIR: AN INDIVIDUAL INSTRUCTION MANUAL.</b> |      |
| <b>ANSWER KEYS</b>                                                                                                             |      | <b>BIBLIOGRAPHIES</b>                                                                          |      |
| <b>VT 100 468</b>                                                                                                              | 377  | <b>VT 100 433</b>                                                                              | 368  |
| <b>THE FULL-KEYBOARD ADDING MACHINE. TEACHER'S MANUAL.</b>                                                                     |      | <b>RESOURCE GUIDE: K-12. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.</b>               |      |
| <b>VT 100 469</b>                                                                                                              | 378  | <b>BOOKKEEPING</b>                                                                             |      |
| <b>THE TEN-KEY ADDING MACHINE. TEACHER'S MANUAL.</b>                                                                           |      | <b>VT 100 484</b>                                                                              | 382  |
| <b>APPRENTICESHIPS</b>                                                                                                         |      | <b>BOOKKEEPING I: STARTING A BOOKKEEPING SYSTEM. LEARNING ACTIVITY PACKAGE.</b>                |      |
| <b>VT 100 411</b>                                                                                                              | 362  | <b>VT 100 485</b>                                                                              | 382  |
| <b>MACHINE SHOP WORKBOOK. PART I.</b>                                                                                          |      | <b>BOOKKEEPING I: BOOKKEEPING CYCLE. LEARNING ACTIVITY PACKAGE.</b>                            |      |
| <b>VT 100 412</b>                                                                                                              | 362  | <b>VT 100 486</b>                                                                              | 382  |
| <b>AUTO MECHANICS WORKBOOK. PART I.</b>                                                                                        |      | <b>BOOKKEEPING I: SPECIAL JOURNALS AND SUBSIDIARY LEDGERS. LEARNING ACTIVITY PACKAGE.</b>      |      |
| <b>VT 100 413</b>                                                                                                              | 363  | <b>VT 100 487</b>                                                                              | 382  |
| <b>MEATCUTTING WORKBOOK: PART I.</b>                                                                                           |      | <b>BOOKKEEPING I: FINANCIAL REPORTS. LEARNING ACTIVITY PACKAGE.</b>                            |      |
| <b>VT 100 420</b>                                                                                                              | 364  | <b>VT 100 488</b>                                                                              | 383  |
| <b>FLOOR COVERING WORKBOOK: PART 2: CARPETING.</b>                                                                             |      | <b>BOOKKEEPING I: SPENCER ATHLETIC GOODS. LEARNING ACTIVITY PACKAGE.</b>                       |      |
| <b>ARIZONA</b>                                                                                                                 |      | <b>VT 100 489</b>                                                                              | 383  |
| <b>VT 100 421</b>                                                                                                              | 365  | <b>BOOKKEEPING I: INTRODUCTION TO AUTOMATED DATA. LEARNING ACTIVITY PACKAGE.</b>               |      |
| <b>HIGH SCHOOL DRIVER AND TRAFFIC SAFETY EDUCATION IN THE STATE OF ARIZONA. ADMINISTRATIVE RESOURCE GUIDE.</b>                 |      | <b>VT 100 490</b>                                                                              | 383  |
| <b>ART ACTIVITIES</b>                                                                                                          |      | <b>BOOKKEEPING I: COMBINATION JOURNAL. LEARNING ACTIVITY PACKAGE.</b>                          |      |
| <b>VT 100 514</b>                                                                                                              | 389  | <b>VT 100 491</b>                                                                              | 383  |
| <b>THE ARTS, CULTURAL SERVICES, AND CAREER EDUCATION: SPECIAL ISSUE, THE JOURNAL OF AESTHETIC EDUCATION, VOL. 7, NUMBER 4.</b> |      | <b>BOOKKEEPING I: CASH REGISTER BOOKKEEPING SYSTEM. LEARNING ACTIVITY PACKAGE.</b>             |      |
| <b>AUTO MECHANICS</b>                                                                                                          |      | <b>VT 100 492</b>                                                                              | 383  |
| <b>VT 100 404</b>                                                                                                              | 360  | <b>BOOKKEEPING I: PRACTICE SET. LEARNING ACTIVITY PACKAGE.</b>                                 |      |
| <b>AUTO MECHANICS: BLOCKS I AND II: INTRODUCTION AND ORIENTATION, AND BENCH SHOP AND SAFETY.</b>                               |      | <b>VT 100 493</b>                                                                              | 384  |
| <b>VT 100 405</b>                                                                                                              | 361  | <b>BOOKKEEPING II: BOOKKEEPING CYCLE. LEARNING ACTIVITY PACKAGE.</b>                           |      |
| <b>AUTO MECHANICS: BLOCK III: CHASSIS.</b>                                                                                     |      | <b>VT 100 494</b>                                                                              | 384  |
| <b>VT 100 406</b>                                                                                                              | 361  | <b>BOOKKEEPING II: DEPARTMENTAL AND PAYROLL ACCOUNTING. LEARNING ACTIVITY PACKAGE.</b>         |      |
| <b>AUTO MECHANICS: BLOCK IV: ENGINES.</b>                                                                                      |      | <b>BRICKLAYERS</b>                                                                             |      |
| <b>VT 100 407</b>                                                                                                              | 361  | <b>VT 100 460</b>                                                                              | 375  |
| <b>AUTO MECHANICS: BLOCK V: FUEL SYSTEMS.</b>                                                                                  |      | <b>MASONRY.</b>                                                                                |      |
| <b>VT 100 408</b>                                                                                                              | 361  |                                                                                                |      |
| <b>AUTO MECHANICS: BLOCK VI: ELECTRICAL SYSTEMS.</b>                                                                           |      |                                                                                                |      |
| <b>VT 100 409</b>                                                                                                              | 362  |                                                                                                |      |
| <b>AUTO MECHANICS: BLOCK VII: TUNE-UP AND TROUBLE SHOOTING.</b>                                                                |      |                                                                                                |      |

## SUBJECT INDEX

|                                                                                                           | PAGE |                                                                                                                                                                                                                              | PAGE |
|-----------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| BRICKLAYING<br>VT 100 480<br>MASONRY.                                                                     | 375  | VT 100 494<br>BOOKKEEPING II: DEPARTMENTAL<br>AND PAYROLL ACCOUNTING.<br>LEARNING ACTIVITY PACKAGE.                                                                                                                          | 384  |
| BUILDING TRADES<br>VT 100 509<br>CURRICULUM GUIDE FOR BUILDING<br>CONSTRUCTION.                           | 388  | VT 100 508<br>DUPLICATING EQUIPMENT.<br>TEACHER'S MANUAL.                                                                                                                                                                    | 388  |
| BULLETIN BOARDS<br>VT 100 503<br>BULLETIN BOARD IDEAS FOR<br>DISTRIBUTIVE EDUCATION.                      | 386  | BUSINESS SKILLS<br>VT 100 466<br>THE TEN-KEY ADDING MACHINE.<br>STUDENT MANUAL.                                                                                                                                              | 377  |
| BUSINESS EDUCATION<br>VT 100 434<br>GUIDE TO BUSINESS EDUCATION:<br>GRADES 9-12.                          | 368  | VT 100 467<br>THE FULL-KEYBOARD ADDING<br>MACHINE. STUDENT MANUAL.                                                                                                                                                           | 377  |
| VT 100 451<br>CURRICULUM GUIDE FOR OFFICE<br>OCCUPATIONS.                                                 | 373  | VT 100 468<br>THE FULL-KEYBOARD ADDING<br>MACHINE. TEACHER'S MANUAL.                                                                                                                                                         | 377  |
| VT 100 482<br>HANDBOOK FOR VOCATIONAL<br>TEACHER-COORDINATORS OF<br>BUSINESS AND OFFICE EDUCATION.        | 381  | VT 100 469<br>THE TEN-KEY ADDING MACHINE.<br>TEACHER'S MANUAL.                                                                                                                                                               | 378  |
| VT 100 484<br>BOOKKEEPING I: STARTING A<br>BOOKKEEPING SYSTEM. LEARNING<br>ACTIVITY PACKAGE.              | 382  | BUSINESS SUBJECTS<br>VT 100 434<br>GUIDE TO BUSINESS EDUCATION:<br>GRADES 9-12.                                                                                                                                              | 368  |
| VT 100 485<br>BOOKKEEPING I: BOOKKEEPING<br>CYCLE. LEARNING ACTIVITY<br>PACKAGE.                          | 382  | VT 100 451<br>CURRICULUM GUIDE FOR OFFICE<br>OCCUPATIONS.                                                                                                                                                                    | 373  |
| VT 100 486<br>BOOKKEEPING I: SPECIAL<br>JOURNALS AND SUBSIDIARY<br>LEDGERS. LEARNING ACTIVITY<br>PACKAGE. | 382  | CAREER EDUCATION<br>VT 100 401<br>CURRICULUM GUIDE FOR CAREER<br>EDUCATION IN GRADES 11-12.                                                                                                                                  | 360  |
| VT 100 487<br>BOOKKEEPING I: FINANCIAL<br>REPORTS. LEARNING ACTIVITY<br>PACKAGE.                          | 382  | VT 100 403<br>CAREER EDUCATION: KINDERGARTEN<br>AWARENESS. ROLE PLAYING IN<br>PRIMARY CITY.                                                                                                                                  | 360  |
| VT 100 488<br>BOOKKEEPING I: SPENCER<br>ATHLETIC GOODS. LEARNING<br>ACTIVITY PACKAGE.                     | 383  | VT 100 429<br>CURRICULUM BASED UNIT PLANS:<br>K-6. COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT.                                                                                                                    | 367  |
| VT 100 489<br>BOOKKEEPING I: INTRODUCTION TO<br>AUTOMATED DATA. LEARNING<br>ACTIVITY PACKAGE.             | 383  | VT 100 430<br>CURRICULUM BASED UNIT PLANS:<br>7-9. COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT.                                                                                                                    | 367  |
| VT 100 490<br>BOOKKEEPING I: COMBINATION<br>JOURNAL. LEARNING ACTIVITY<br>PACKAGE.                        | 383  | VT 100 432<br>A COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT<br>FOR THE SCHOOL DISTRICTS OF<br>MUSKOGON AND MUSKEGON HEIGHTS,<br>MICHIGAN.                                                                          | 368  |
| VT 100 491<br>BOOKKEEPING I: CASH REGISTER<br>BOOKKEEPING SYSTEM. LEARNING<br>ACTIVITY PACKAGE.           | 383  | VT 100 433<br>RESOURCE GUIDE: K-12.<br>COMPREHENSIVE CAREER EDUCATION<br>DEVELOPMENT PROJECT.                                                                                                                                | 368  |
| VT 100 492<br>BOOKKEEPING I: PRACTICE SET.<br>LEARNING ACTIVITY PACKAGE.                                  | 383  | VT 100 447<br>CAREER EDUCATION<br>QUESTIONNAIRE: GRADES 4-6.                                                                                                                                                                 | 372  |
| VT 100 493<br>BOOKKEEPING II: BOOKKEEPING<br>CYCLE. LEARNING ACTIVITY<br>PACKAGE.                         | 384  | VT 100 449<br>A CAREER ORIENTATION AND<br>EXPLORATION GUIDE FOR TEACHERS<br>OF PRACTICAL ARTS SUBJECTS:<br>INDUSTRIAL ARTS, HOME MAKING,<br>BUSINESS EDUCATION,<br>MIDDLE/JUNIOR HIGH SCHOOL. A<br>UNIT IN CAREER EDUCATION. | 372  |

BEST COPY AVAILABLE



SUBJECT INDEX

BEST COPY AVAILABLE

|                                | PAGE |                                  | PAGE |
|--------------------------------|------|----------------------------------|------|
| VT 100 455                     | 374  | CARPETING                        |      |
| SUBJECT-RELATED OCCUPATIONS,   |      | VT 100 420                       | 364  |
| GRADES 7-9.                    |      | FLOOR COVERING WORKBOOK: PART    |      |
| VT 100 457                     | 374  | 2: CARPETING.                    |      |
| WORLD OF WORK CAREER           |      |                                  |      |
| EXPLORATION CURRICULUM GUIDE:  |      | CHICAGO PUBLIC SCHOOLS           |      |
| GRADE SEVEN THROUGH NINE.      |      | VT 100 439                       | 370  |
| VT 100 465                     | 377  | CURRICULUM GUIDE FOR OFFICE      |      |
| SOUTH CAROLINA CAREER          |      | PRACTICE.                        |      |
| EDUCATION CURRICULUM           |      | VT 100 471                       | 378  |
| MATERIALS.                     |      | CURRICULUM GUIDE FOR             |      |
| VT 100 475                     | 379  | OCCUPATIONAL HOME ECONOMICS,     |      |
| EVALUATION FOR BROADENING      |      | FOOD SERVICE OCCUPATIONS. PART   |      |
| ELEMENTARY VOCATIONAL          |      | II: BASIC FOOD PREPARATION.      |      |
| CONCEPTS.                      |      | FIELD TEST.                      |      |
| VT 100 478                     | 380  | VT 100 472                       | 378  |
| CAREER EDUCATION LESSONS:      |      | CURRICULUM GUIDE FOR HOME        |      |
| MISCELLANEOUS MINI-UNITS FOR   |      | ECONOMICS CHILD CARE AND         |      |
| GRADES K-6 DEVELOPED DURING    |      | DEVELOPMENT, GRADES 11 AND 12.   |      |
| 1972-73 SCHOOL YEAR.           |      | FIELD TEST.                      |      |
| VT 100 481                     | 381  | CHILD CARE                       |      |
| A PROPOSED CURRICULUM IN       |      | VT 100 472                       | 378  |
| TECHNOLOGY: THE "WORLD OF      |      | CURRICULUM GUIDE FOR HOME        |      |
| WORK" AND CAREERS. UNDATED     |      | ECONOMICS CHILD CARE AND         |      |
| WORKING PAPER.                 |      | DEVELOPMENT, GRADES 11 AND 12.   |      |
| VT 100 483                     | 381  | FIELD TEST.                      |      |
| A HUMAN RESOURCES CAREER       |      |                                  |      |
| DEVELOPMENT MODEL FOR          |      | CHILD DEVELOPMENT                |      |
| PAWTUCKET, RHODE ISLAND, IN    |      | VT 100 472                       | 378  |
| CONJUNCTION WITH THE PAWTUCKET |      | CURRICULUM GUIDE FOR HOME        |      |
| MODEL CITIES AGENCY.           |      | ECONOMICS CHILD CARE AND         |      |
| ELEMENTARY PROGRAM, BOOK       |      | DEVELOPMENT, GRADES 11 AND 12.   |      |
| I-BOOK II.                     |      | FIELD TEST.                      |      |
| VT 100 498                     | 385  |                                  |      |
| GUIDE FOR ADMINISTERING CAREER |      | CLASS ACTIVITIES                 |      |
| EDUCATION TESTS K-9.           |      | VT 100 455                       | 374  |
| VT 100 499                     | 385  | SUBJECT-RELATED OCCUPATIONS,     |      |
| EXPLORING MY WORLD: CAREER     |      | GRADES 7-9.                      |      |
| INSTRUCTIONAL UNIT 3, GRADE 1. |      |                                  |      |
| VT 100 501                     | 386  | COLLEGE CURRICULUM               |      |
| CAREER EDUCATION CURRICULUM    |      | VT 100 497                       | 385  |
| GUIDE.                         |      | PROPOSED CURRICULUM FOR TWO      |      |
| VT 100 514                     | 389  | YEAR ENVIRONMENTAL SCIENCE       |      |
| THE ARTS, CULTURAL SERVICES,   |      | TECHNOLOGY. FINAL REPORT.        |      |
| AND CAREER EDUCATION: SPECIAL  |      |                                  |      |
| ISSUE, THE JOURNAL OF          |      | COLLEGE INSTRUCTION              |      |
| AESTHETIC EDUCATION, VOL. 7,   |      | VT 100 463                       | 376  |
| NUMBER 4.                      |      | GOVERNMENTAL MANAGEMENT: A       |      |
|                                |      | SUGGESTED ASSOCIATE DEGREE       |      |
| CAREER LADDERS                 |      | CURRICULUM.                      |      |
| VT 100 478                     | 380  |                                  |      |
| CAREER EDUCATION LESSONS:      |      | COMMUNICATION (THOUGHT TRANSFER) |      |
| MISCELLANEOUS MINI-UNITS FOR   |      | VT 100 502                       | 386  |
| GRADES K-6 DEVELOPED DURING    |      | COMMUNICATIONS FOR               |      |
| 1972-73 SCHOOL YEAR.           |      | SUPERVISORS. LEADER'S GUIDE      |      |
|                                |      | AND CASSETTE.                    |      |
| CAREER PLANNING                |      |                                  |      |
| VT 100 478                     | 380  | COMMUNICATION SKILLS             |      |
| CAREER EDUCATION LESSONS:      |      | VT 100 502                       | 386  |
| MISCELLANEOUS MINI-UNITS FOR   |      | COMMUNICATIONS FOR               |      |
| GRADES K-6 DEVELOPED DURING    |      | SUPERVISORS. LEADER'S GUIDE      |      |
| 1972-73 SCHOOL YEAR.           |      | AND CASSETTE.                    |      |
| VT 100 481                     | 381  |                                  |      |
| A PROPOSED CURRICULUM IN       |      |                                  |      |
| TECHNOLOGY: THE "WORLD OF      |      |                                  |      |
| WORK" AND CAREERS. UNDATED     |      |                                  |      |
| WORKING PAPER.                 |      |                                  |      |

BEST COPY AVAILABLE

SUBJECT INDEX

|                                                                                                    | PAGE |                                                                                                                                     | PAGE |
|----------------------------------------------------------------------------------------------------|------|-------------------------------------------------------------------------------------------------------------------------------------|------|
| <b>COMMUNICATIONS</b>                                                                              |      | <b>COORDINATORS</b>                                                                                                                 |      |
| VT 100 510                                                                                         | 388  | VT 100 450                                                                                                                          | 373  |
| HOW TO GET PUBLICITY FOR YOUR<br>STATE LP/VN ASSOCIATION.                                          |      | DIVERSIFIED OCCUPATIONS<br>COORDINATOR'S HANDBOOK.                                                                                  |      |
| <b>COMMUNITY COLLEGES</b>                                                                          |      | <b>COURSE CONTENT</b>                                                                                                               |      |
| VT 100 463                                                                                         | 376  | VT 100 434                                                                                                                          | 368  |
| GOVERNMENTAL MANAGEMENT: A<br>SUGGESTED ASSOCIATE DEGREE<br>CURRICULUM.                            |      | GUIDE TO BUSINESS EDUCATION:<br>GRADES 9-12.                                                                                        |      |
| <b>COMMUNITY COOPERATION</b>                                                                       |      | VT 100 457                                                                                                                          | 374  |
| VT 100 462                                                                                         | 376  | WORLD OF WORK CAREER<br>EXPLORATION CURRICULUM GUIDE:<br>GRADE SEVEN THROUGH NINE.                                                  |      |
| DIRECTORY OF BUSINESS AND<br>INDUSTRIAL ORIENTATION<br>SITES/CONSULTANTS.                          |      | <b>CREDIT (FINANCE)</b>                                                                                                             |      |
| <b>COMMUNITY RESOURCES</b>                                                                         |      | VT 100 474                                                                                                                          | 379  |
| VT 100 462                                                                                         | 376  | HELPING FAMILIES MANAGE THEIR<br>FINANCES.                                                                                          |      |
| DIRECTORY OF BUSINESS AND<br>INDUSTRIAL ORIENTATION<br>SITES/CONSULTANTS.                          |      | <b>CRITERIA</b>                                                                                                                     |      |
| <b>COMMUNITY SURVEYS</b>                                                                           |      | VT 100 418                                                                                                                          | 364  |
| VT 100 462                                                                                         | 376  | GUIDE FOR PATENT DRAFTSMEN:<br>SELECTED RULES OF PRACTICE<br>RELATING TO PATENT DRAWINGS.                                           |      |
| DIRECTORY OF BUSINESS AND<br>INDUSTRIAL ORIENTATION<br>SITES/CONSULTANTS.                          |      | <b>CULTURAL ENRICHMENT</b>                                                                                                          |      |
| <b>COMPREHENSIVE PROGRAMS</b>                                                                      |      | VT 100 514                                                                                                                          | 389  |
| VT 100 444                                                                                         | 371  | THE ARTS, CULTURAL SERVICES,<br>AND CAREER EDUCATION: SPECIAL<br>ISSUE, THE JOURNAL OF<br>AESTHETIC EDUCATION, VOL. 7,<br>NUMBER 4. |      |
| COMPREHENSIVE VOCATIONAL<br>GUIDANCE PROGRAM FOR MODEL<br>CITIES. PARTS I AND II. FINAL<br>REPORT. |      | <b>CURRICULUM</b>                                                                                                                   |      |
| <b>CONSERVATION EDUCATION</b>                                                                      |      | VT 100 480                                                                                                                          | 381  |
| VT 100 428                                                                                         | 367  | AN APPROACH TO PROPOSED<br>CURRICULUM REVISION OF<br>INDUSTRIAL ARTS PROGRAMS AT<br>THE SECONDARY LEVEL.                            |      |
| A GUIDE FOR TEACHING<br>AGRICULTURAL RESOURCES.                                                    |      | <b>CURRICULUM DESIGN</b>                                                                                                            |      |
| <b>CONSTRUCTION (PROCESS)</b>                                                                      |      | VT 100 480                                                                                                                          | 381  |
| VT 100 460                                                                                         | 375  | AN APPROACH TO PROPOSED<br>CURRICULUM REVISION OF<br>INDUSTRIAL ARTS PROGRAMS AT<br>THE SECONDARY LEVEL.                            |      |
| MASONRY.                                                                                           |      | VT 100 481                                                                                                                          | 381  |
| <b>CONSTRUCTION INDUSTRY</b>                                                                       |      | A PROPOSED CURRICULUM IN<br>TECHNOLOGY: THE "WORLD OF<br>WORK" AND CAREERS. UNDATED<br>WORKING PAPER.                               |      |
| VT 100 509                                                                                         | 388  | <b>CURRICULUM DEVELOPMENT</b>                                                                                                       |      |
| CURRICULUM GUIDE FOR BUILDING<br>CONSTRUCTION.                                                     |      | VT 100 415                                                                                                                          | 363  |
| <b>CONSUMER EDUCATION</b>                                                                          |      | A GUIDE FOR PLANNING<br>INSTRUCTION FOR ADULTS IN<br>AGRICULTURAL EDUCATION.                                                        |      |
| VT 100 453                                                                                         | 373  | VT 100 480                                                                                                                          | 381  |
| HOW TO BUY FOOD: LESSON AIDS<br>FOR TEACHERS.                                                      |      | AN APPROACH TO PROPOSED<br>CURRICULUM REVISION OF<br>INDUSTRIAL ARTS PROGRAMS AT<br>THE SECONDARY LEVEL.                            |      |
| VT 100 479                                                                                         | 380  | <b>CURRICULUM GUIDES</b>                                                                                                            |      |
| A GUIDE FOR EVALUATING<br>CONSUMER EDUCATION PROGRAMS<br>AND MATERIALS.                            |      | VT 100 401                                                                                                                          | 360  |
| <b>COOPERATIVE EDUCATION</b>                                                                       |      | CURRICULUM GUIDE FOR CAREER<br>EDUCATION IN GRADES 11-12.                                                                           |      |
| VT 100 482                                                                                         | 381  |                                                                                                                                     |      |
| HANDBOOK FOR VOCATIONAL<br>TEACHER-COORDINATORS OF<br>BUSINESS AND OFFICE EDUCATION.               |      |                                                                                                                                     |      |

BEST COPY AVAILABLE

## SUBJECT INDEX

|                                | PAGE |                                | PAGE |
|--------------------------------|------|--------------------------------|------|
| VT 100 402                     | 360  | <u>DEMONSTRATION PROJECTS</u>  |      |
| SURFACE GRINDER OPERATOR.      |      | VT 100 444                     | 371  |
| INSTRUCTOR'S GUIDE. PART OF    |      | COMPREHENSIVE VOCATIONAL       |      |
| SINGLE-TOOL SKILLS PROGRAM     |      | GUIDANCE PROGRAM FOR MODEL     |      |
| SERIES: MACHINE INDUSTRIES     |      | CITIES. PARTS I AND II. FINAL  |      |
| OCCUPATIONS.                   |      | REPORT.                        |      |
| VT 100 414                     | 363  | <u>DIRECTORIES</u>             |      |
| A GUIDE FOR TEACHING FORESTRY. |      | VT 100 433                     | 368  |
| VT 100 419                     | 364  | RESOURCE GUIDE: K-12.          |      |
| NEBRASKA CURRICULUM GUIDE FOR  |      | COMPREHENSIVE CAREER EDUCATION |      |
| AGRIBUSINESS AND NATURAL       |      | DEVELOPMENT PROJECT.           |      |
| RESOURCES OCCUPATIONS          |      |                                |      |
| EDUCATION.                     |      |                                |      |
| VT 100 422                     | 365  | <u>DISTRIBUTIVE EDUCATION</u>  |      |
| HOMEMAKING IN THE MIDDLE       |      | VT 100 452                     | 373  |
| SCHOOL.                        |      | MERCHANDISING FOR PROFIT:      |      |
| VT 100 424                     | 365  | EFFECTIVE BUYING AND SELLING   |      |
| A GUIDE FOR TEACHING           |      | PRACTICES. A CURRICULUM GUIDE. |      |
| AGRICULTURAL PRODUCTION.       |      | VT 100 464                     | 376  |
| VT 100 425                     | 366  | HOSPITALITY EDUCATION PROGRAM. |      |
| A GUIDE FOR TEACHING BASIC     |      | FINAL REPORT.                  |      |
| AGRICULTURE.                   |      | VT 100 500                     | 385  |
| VT 100 427                     | 366  | ADVERTISING PAYS.              |      |
| A GUIDE FOR TEACHING           |      | VT 100 503                     | 386  |
| AGRICULTURAL MECHANICS.        |      | BULLETIN BOARD IDEAS FOR       |      |
| VT 100 434                     | 368  | DISTRIBUTIVE EDUCATION.        |      |
| GUIDE TO BUSINESS EDUCATION:   |      | VT 100 506                     | 387  |
| GRADES 9-12.                   |      | WORD PUZZLES FOR D.E.          |      |
| VT 100 449                     | 372  | (DISTRIBUTIVE EDUCATION).      |      |
| A CAREER ORIENTATION AND       |      | VT 100 507                     | 387  |
| EXPLORATION GUIDE FOR TEACHERS |      | DEPARTMENT STORE PROBLEMS. AN  |      |
| OF PRACTICAL ARTS SUBJECTS:    |      | IN-BASKET SIMULATION.          |      |
| INDUSTRIAL ARTS, HOMEMAKING,   |      |                                |      |
| BUSINESS EDUCATION,            |      | <u>DRAFTSMEN</u>               |      |
| MIDDLE/JUNIOR HIGH SCHOOL. A   |      | VT 100 418                     | 364  |
| UNIT IN CAREER EDUCATION.      |      | GUIDE FOR PATENT DRAFTSMEN:    |      |
| VT 100 457                     | 374  | SELECTED RULES OF PRACTICE     |      |
| WORLD OF WORK CAREER           |      | RELATING TO PATENT DRAWINGS.   |      |
| EXPLORATION CURRICULUM GUIDE:  |      |                                |      |
| GRADE SEVEN THROUGH NINE.      |      | <u>DRIVER EDUCATION</u>        |      |
| VT 100 463                     | 376  | VT 100 421                     | 365  |
| GOVERNMENTAL MANAGEMENT: A     |      | HIGH SCHOOL DRIVER AND TRAFFIC |      |
| SUGGESTED ASSOCIATE DEGREE     |      | SAFETY EDUCATION IN THE STATE  |      |
| CURRICULUM.                    |      | OF ARIZONA. ADMINISTRATIVE     |      |
| VT 100 472                     | 378  | RESOURCE GUIDE.                |      |
| CURRICULUM GUIDE FOR HOME      |      | VT 100 431                     | 367  |
| ECONOMICS CHILD CARE AND       |      | OPERATION SAFETY: A            |      |
| DEVELOPMENT, GRADES 11 AND 12. |      | MULTI-VEHICLE LABORATORY       |      |
| FIELD TEST.                    |      | CONTINUOUS PROGRESS PROGRAM    |      |
|                                |      | FOR TRAFFIC EDUCATION.         |      |
| <u>CURRICULUM RESEARCH</u>     |      |                                |      |
| VT 100 465                     | 377  | <u>EDUCATIONAL EQUIPMENT</u>   |      |
| SOUTH CAROLINA CAREER          |      | VT 100 459                     | 375  |
| EDUCATION CURRICULUM           |      | OPERATING THE KNUCKLE-BOOM     |      |
| MATERIALS.                     |      | LOADER. A STUDENT TRAINING     |      |
|                                |      | MANUAL AND INSTRUCTOR'S GUIDE. |      |
| <u>DATA PROCESSING</u>         |      |                                |      |
| VT 100 489                     | 383  | <u>EDUCATIONAL GAMES</u>       |      |
| BOOKKEEPING I: INTRODUCTION TO |      | VT 100 500                     | 385  |
| AUTOMATED DATA. LEARNING       |      | ADVERTISING PAYS.              |      |
| ACTIVITY PACKAGE.              |      | VT 100 506                     | 387  |
|                                |      | WORD PUZZLES FOR D.E.          |      |
|                                |      | (DISTRIBUTIVE EDUCATION).      |      |



## SUBJECT INDEX

|                                                                                                                                                                                | PAGE |                                                                                                           | PAGE |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------|------|
| <u>EDUCATIONAL LEGISLATION</u>                                                                                                                                                 |      | <u>ENGINEERING GRAPHICS</u>                                                                               |      |
| VT 100 440                                                                                                                                                                     | 370  | VT 100 418                                                                                                | 364  |
| A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. VI-1.<br>IN-SERVICE STRUCTURE OF<br>EDUCATION: DEVELOPMENT OF<br>PRACTICAL ARTS AND VOCATIONAL<br>EDUCATION. TENTATIVE DRAFT. |      | GUIDE FOR PATENT DRAFTSMEN:<br>SELECTED RULES OF PRACTICE<br>RELATING TO PATENT DRAWINGS.                 |      |
| <u>EDUCATIONAL OBJECTIVES</u>                                                                                                                                                  |      | <u>ENGINEERING TECHNOLOGY</u>                                                                             |      |
| VT 100 432                                                                                                                                                                     | 368  | VT 100 497                                                                                                | 385  |
| A COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT<br>FOR THE SCHOOL DISTRICTS OF<br>MUSKEGON AND MUSKEGON HEIGHTS,<br>MICHIGAN.                                          |      | PROPOSED CURRICULUM FOR TWO<br>YEAR ENVIRONMENTAL SCIENCE<br>TECHNOLOGY. FINAL REPORT.                    |      |
| <u>EDUCATIONAL PLANNING</u>                                                                                                                                                    |      | <u>ENGINES</u>                                                                                            |      |
| VT 100 432                                                                                                                                                                     | 368  | VT 100 405                                                                                                | 361  |
| A COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT<br>FOR THE SCHOOL DISTRICTS OF<br>MUSKEGON AND MUSKEGON HEIGHTS,<br>MICHIGAN.                                          |      | AUTO MECHANICS: BLOCK III:<br>CHASSIS.                                                                    | 361  |
| <u>EDUCATIONAL PROGRAMS</u>                                                                                                                                                    |      | VT 100 406                                                                                                | 369  |
| VT 100 432                                                                                                                                                                     | 368  | AUTO MECHANICS: BLOCK IV:<br>ENGINES.                                                                     | 372  |
| A COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT<br>FOR THE SCHOOL DISTRICTS OF<br>MUSKEGON AND MUSKEGON HEIGHTS,<br>MICHIGAN.                                          |      | VT 100 438                                                                                                | 375  |
| <u>EDUCATIONAL RESEARCH</u>                                                                                                                                                    |      | JOB CORPS TRAINING STANDARD<br>FOR SMALL GAS ENGINE REPAIR,<br>D.O.T. CODE 625.281.                       | 372  |
| VT 100 465                                                                                                                                                                     | 377  | VT 100 446                                                                                                | 375  |
| SOUTH CAROLINA CAREER<br>EDUCATION CURRICULUM<br>MATERIALS.                                                                                                                    |      | A GUIDE FOR TEACHING JUNIOR<br>HIGH POWER MECHANICS.                                                      | 375  |
| <u>EDUCATIONAL STRATEGIES</u>                                                                                                                                                  |      | VT 100 458                                                                                                | 380  |
| VT 100 435                                                                                                                                                                     | 369  | SMALL GASOLINE ENGINES. FLOAT<br>TYPE CARBURTOR REPAIR: AN<br>INDIVIDUAL INSTRUCTION MANUAL.              | 380  |
| AGRICULTURAL MECHANICS<br>INSTRUCTION IN SECONDARY<br>SCHOOLS IN MISSISSIPPI. THE<br>LABORATORY-WORK AREA APPROACH.                                                            |      | VT 100 476                                                                                                |      |
| <u>ELECTRICAL SYSTEMS</u>                                                                                                                                                      |      | MACHINES. UNIT III: FORCE AND<br>MOTION. LEVEL: NINE. LESSON I:<br>INDIVIDUAL STUDY GUIDE FOR<br>STUDENT. |      |
| VT 100 408                                                                                                                                                                     | 361  | <u>ENVIRONMENTAL EDUCATION</u>                                                                            |      |
| AUTO MECHANICS: BLOCK VI:<br>ELECTRICAL SYSTEMS.                                                                                                                               |      | VT 100 497                                                                                                | 385  |
| VT 100 409                                                                                                                                                                     | 362  | PROPOSED CURRICULUM FOR TWO<br>YEAR ENVIRONMENTAL SCIENCE<br>TECHNOLOGY. FINAL REPORT.                    |      |
| AUTO MECHANICS: BLOCK VII:<br>TUNE-UP AND TROUBLE SHOOTING.                                                                                                                    |      | <u>EQUIPMENT UTILIZATION</u>                                                                              |      |
| <u>ELECTRICITY</u>                                                                                                                                                             |      | VT 100 508                                                                                                | 388  |
| VT 100 408                                                                                                                                                                     | 361  | DUPLICATING EQUIPMENT.<br>TEACHER'S MANUAL.                                                               |      |
| AUTO MECHANICS: BLOCK VI:<br>ELECTRICAL SYSTEMS.                                                                                                                               |      | <u>EVALUATION CRITERIA</u>                                                                                |      |
| VT 100 409                                                                                                                                                                     | 362  | VT 100 479                                                                                                | 380  |
| AUTO MECHANICS: BLOCK VII:<br>TUNE-UP AND TROUBLE SHOOTING.                                                                                                                    |      | A GUIDE FOR EVALUATING<br>CONSUMER EDUCATION PROGRAMS<br>AND MATERIALS.                                   |      |
| <u>ELEMENTARY GRADES</u>                                                                                                                                                       |      | <u>EXTENSION EDUCATION</u>                                                                                |      |
| VT 100 447                                                                                                                                                                     | 372  | VT 100 474                                                                                                | 379  |
| CAREER EDUCATION<br>QUESTIONNAIRE: GRADES 4-6.                                                                                                                                 |      | HELPING FAMILIES MANAGE THEIR<br>FINANCES.                                                                |      |
|                                                                                                                                                                                |      | <u>FAMILY MANAGEMENT</u>                                                                                  |      |
|                                                                                                                                                                                |      | VT 100 474                                                                                                | 379  |
|                                                                                                                                                                                |      | HELPING FAMILIES MANAGE THEIR<br>FINANCES.                                                                |      |
|                                                                                                                                                                                |      | <u>FAMILY RESOURCES</u>                                                                                   |      |
|                                                                                                                                                                                |      | VT 100 474                                                                                                | 379  |
|                                                                                                                                                                                |      | HELPING FAMILIES MANAGE THEIR<br>FINANCES.                                                                |      |

BEST COPY AVAILABLE

SUBJECT INDEX

BEST COPY AVAILABLE

|                                | PAGE |                                      | PAGE |
|--------------------------------|------|--------------------------------------|------|
| <u>FIELD TRIPS</u>             |      | <u>VT 100 471</u>                    | 378  |
| <u>VT 100 499</u>              | 385  | CURRICULUM GUIDE FOR                 |      |
| EXPLORING MY WORLD: CAREER     |      | OCCUPATIONAL HOME ECONOMICS,         |      |
| INSTRUCTIONAL UNIT 3, GRADE 1. |      | FOOD SERVICE OCCUPATIONS. PART       |      |
|                                |      | II: BASIC FOOD PREPARATION.          |      |
| <u>FIRE FIGHTERS</u>           |      | FIELD TEST.                          |      |
| <u>VT 100 454</u>              | 374  | <u>VT 100 495</u>                    | 384  |
| FIRE SIMULATOR INSTRUCTOR'S    |      | CURRICULUM GUIDE FOR                 |      |
| GUIDE.                         |      | OCCUPATIONAL HOME ECONOMICS:         |      |
|                                |      | FOOD HOSTESS AND WAITRESS.           |      |
| <u>FLIGHT TRAINING</u>         |      | FIELD TEST.                          |      |
| <u>VT 100 470</u>              | 378  | <u>FOOD SERVICE INDUSTRY</u>         |      |
| AIRPLANE FLIGHT INSTRUCTOR     |      | <u>VT 100 471</u>                    | 378  |
| WRITTEN TEST GUIDE.            |      | CURRICULUM GUIDE FOR                 |      |
| <u>FLOOR LAYERS</u>            |      | OCCUPATIONAL HOME ECONOMICS,         |      |
| <u>VT 100 420</u>              | 364  | FOOD SERVICE OCCUPATIONS. PART       |      |
| FLOOR COVERING WORKBOOK: PART  |      | II: BASIC FOOD PREPARATION.          |      |
| 2: CARPETING.                  |      | FIELD TEST.                          |      |
| <u>FLORICULTURE</u>            |      | <u>VT 100 495</u>                    | 384  |
| <u>VT 100 426</u>              | 366  | CURRICULUM GUIDE FOR                 |      |
| A GUIDE FOR TEACHING           |      | OCCUPATIONAL HOME ECONOMICS:         |      |
| ORNAMENTAL HORTICULTURE.       |      | FOOD HOSTESS AND WAITRESS.           |      |
|                                |      | FIELD TEST.                          |      |
| <u>FLORIDA</u>                 |      | <u>FOOD SERVICE OCCUPATIONS</u>      |      |
| <u>VT 100 440</u>              | 370  | <u>VT 100 464</u>                    | 376  |
| A VOCATIONAL TEACHER EDUCATION |      | HOSPITALITY EDUCATION PROGRAM.       |      |
| MODULE. V. ED. VI-1.           |      | FINAL REPORT.                        |      |
| IN-SERVICE STRUCTURE OF        |      | <u>FOODS INSTRUCTION</u>             |      |
| EDUCATION: DEVELOPMENT OF      |      | <u>VT 100 453</u>                    | 373  |
| PRACTICAL ARTS AND VOCATIONAL  |      | HOW TO BUY FOOD: LESSON AIDS         |      |
| EDUCATION. TENTATIVE DRAFT.    |      | FOR TEACHERS.                        |      |
| <u>VT 100 441</u>              | 370  | <u>VT 100 471</u>                    | 378  |
| A VOCATIONAL TEACHER EDUCATION |      | CURRICULUM GUIDE FOR                 |      |
| MODULE. V. ED. I-1.            |      | OCCUPATIONAL HOME ECONOMICS,         |      |
| ORGANIZATION OF VOCATIONAL     |      | FOOD SERVICE OCCUPATIONS. PART       |      |
| EDUCATION IN DADE COUNTY       |      | II: BASIC FOOD PREPARATION.          |      |
| PUBLIC SCHOOLS. TENTATIVE      |      | FIELD TEST.                          |      |
| DRAFT.                         |      | <u>VT 100 495</u>                    | 384  |
| <u>VT 100 442</u>              | 370  | CURRICULUM GUIDE FOR                 |      |
| A VOCATIONAL TEACHER EDUCATION |      | OCCUPATIONAL HOME ECONOMICS:         |      |
| MODULE. V. ED. I-2.            |      | FOOD HOSTESS AND WAITRESS.           |      |
| ORIENTATION: IN-SERVICE.       |      | FIELD TEST.                          |      |
| TENTATIVE DRAFT.               |      | <u>FOODS SERVICE OCCUPATIONS</u>     |      |
| <u>VT 100 443</u>              | 371  | <u>VT 100 495</u>                    | 384  |
| A VOCATIONAL TEACHER EDUCATION |      | CURRICULUM GUIDE FOR                 |      |
| MODULE. V. ED. IV-3. EFFECTIVE |      | OCCUPATIONAL HOME ECONOMICS:         |      |
| TEACHING PROCEDURES. TENTATIVE |      | FOOD HOSTESS AND WAITRESS.           |      |
| DRAFT.                         |      | FIELD TEST.                          |      |
| <u>FLUID POWER EDUCATION</u>   |      | <u>FORESTRY</u>                      |      |
| <u>VT 100 476</u>              | 380  | <u>VT 100 414</u>                    | 363  |
| MACHINES. UNIT III: FORCE AND  |      | A GUIDE FOR TEACHING FORESTRY.       |      |
| MOTION. LEVEL: NINE. LESSON 1: |      | <u>VT 100 504</u>                    | 386  |
| INDIVIDUAL STUDY GUIDE FOR     |      | BASIC MATHEMATICS AND                |      |
| STUDENT.                       |      | MEASUREMENT FOR LUMBER               |      |
|                                |      | INDUSTRIES.                          |      |
| <u>FOOD SERVICE</u>            |      | <u>FULL KEYBOARD ADDING MACHINES</u> |      |
| <u>VT 100 464</u>              | 376  | <u>VT 100 467</u>                    | 377  |
| HOSPITALITY EDUCATION PROGRAM. |      | THE FULL-KEYBOARD ADDING             |      |
| FINAL REPORT.                  |      | MACHINE. STUDENT MANUAL.             |      |

## SUBJECT INDEX

|                                                                                                                                                                                                    | PAGE |                                                                                                                      | PAGE |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------------------------------------------------------------------------------------------------------------|------|
| VT 100 468<br>THE FULL-KEYBOARD ADDING<br>MACHINE. TEACHER'S MANUAL.                                                                                                                               | 377  | HEATING<br>VT 100 410<br>AUTO MECHANICS: BLOCK VIII:<br>HEATING AND AIR CONDITIONING.                                | 362  |
| <u>GOVERNMENT PUBLICATIONS</u>                                                                                                                                                                     |      | <u>HIGH SCHOOL STUDENTS</u>                                                                                          |      |
| VT 100 461<br>SAFETY MANAGEMENT: SELF-STUDY<br>INSTRUCTIONAL UNIT. PHASE I:<br>SUPERVISORS' INSTITUTE.                                                                                             | 376  | VT 100 477<br>OCCUPATIONAL WORK EXPERIENCE.<br>(26 STUDENT HANDBOOKS AND 1<br>INSTRUCTOR'S MANUAL).                  | 380  |
| <u>GRADE 1</u>                                                                                                                                                                                     |      | <u>HOBART SCHOOL OF TECHNOLOGY</u>                                                                                   |      |
| VT 100 499<br>EXPLORING MY WORLD: CAREER<br>INSTRUCTIONAL UNIT 3, GRADE 1.                                                                                                                         | 385  | VT 100 513<br>RECOMMENDATIONS FOR TEACHING<br>WELDING: SETTING UP TRAINING<br>PROGRAMS AND SHOPS.                    | 389  |
| <u>GRADE 6</u>                                                                                                                                                                                     |      | <u>HOME ECONOMICS</u>                                                                                                |      |
| VT 100 475<br>EVALUATION FOR BROADENING<br>ELEMENTARY VOCATIONAL<br>CONCEPTS.                                                                                                                      | 379  | VT 100 436<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL II.                                       | 369  |
| <u>GRAPHIC ARTS</u>                                                                                                                                                                                |      | VT 100 437<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL I.                                        | 369  |
| VT 100 512<br>GOING METRIC WITH THE UNITED<br>STATES PRINTING INDUSTRY.                                                                                                                            | 389  | VT 100 453<br>HOW TO BUY FOOD: LESSON AIDS<br>FOR TEACHERS.                                                          | 373  |
| <u>GUIDANCE PROGRAMS</u>                                                                                                                                                                           |      | <u>HOME ECONOMICS EDUCATION</u>                                                                                      |      |
| VT 100 444<br>COMPREHENSIVE VOCATIONAL<br>GUIDANCE PROGRAM FOR MODEL<br>CITIES. PARTS I AND II. FINAL<br>REPORT.                                                                                   | 371  | VT 100 422<br>HOMEMAKING IN THE MIDDLE<br>SCHOOL.                                                                    | 365  |
| <u>GUIDELINES</u>                                                                                                                                                                                  |      | VT 100 453<br>HOW TO BUY FOOD: LESSON AIDS<br>FOR TEACHERS.                                                          | 373  |
| VT 100 483<br>A HUMAN RESOURCES CAREER<br>DEVELOPMENT MODEL FOR<br>PAWTUCKET, RHODE ISLAND, IN<br>CONJUNCTION WITH THE PAWTUCKET<br>MODEL CITIES AGENCY.<br>ELEMENTARY PROGRAM, BOOK<br>I-BOOK II. | 381  | VT 100 472<br>CURRICULUM GUIDE FOR HOME<br>ECONOMICS CHILD CARE AND<br>DEVELOPMENT, GRADES 11 AND 12.<br>FIELD TEST. | 378  |
| <u>GUIDES</u>                                                                                                                                                                                      |      | VT 100 474<br>HELPING FAMILIES MANAGE THEIR<br>FINANCES.                                                             | 379  |
| VT 100 415<br>A GUIDE FOR PLANNING<br>INSTRUCTION FOR ADULTS IN<br>AGRICULTURAL EDUCATION.                                                                                                         | 363  | <u>HOME ECONOMICS SKILLS</u>                                                                                         |      |
| VT 100 416<br>A GUIDE FOR PLANNING PROGRAMS<br>IN AGRICULTURAL EDUCATION.                                                                                                                          | 363  | VT 100 436<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL II.                                       | 369  |
| VT 100 418<br>GUIDE FOR PATENT DRAFTSMEN:<br>SELECTED RULES OF PRACTICE<br>RELATING TO PATENT DRAWINGS.                                                                                            | 364  | VT 100 437<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL I.                                        | 369  |
| VT 100 479<br>A GUIDE FOR EVALUATING<br>CONSUMER EDUCATION PROGRAMS<br>AND MATERIALS.                                                                                                              | 380  | <u>HOMEMAKING EDUCATION</u>                                                                                          |      |
| VT 100 498<br>GUIDE FOR ADMINISTERING CAREER<br>EDUCATION TESTS K-9.                                                                                                                               | 385  | VT 100 422<br>HOMEMAKING IN THE MIDDLE<br>SCHOOL.                                                                    | 365  |
| <u>HEALTH OCCUPATIONS EDUCATION</u>                                                                                                                                                                |      | <u>HOMEMAKING SKILLS</u>                                                                                             |      |
| VT 100 445<br>PEDIATRIC ASSISTANT: A PROGRAM<br>DEVELOPMENT GUIDE.                                                                                                                                 | 371  | VT 100 436<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL II.                                       | 369  |

BEST COPY AVAILABLE



BEST COPY AVAILABLE SUBJECT INDEX

|                                                                                                                                                                                              | PAGE |                                                                                                                                   | PAGE |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 437<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL I.                                                                                                                | 369  | <u>INDUSTRIAL EDUCATION</u>                                                                                                       |      |
| <u>HORTICULTURE</u>                                                                                                                                                                          |      | VT 100 442<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. I-2.<br>ORIENTATION: IN-SERVICE.<br>TENTATIVE DRAFT.               | 370  |
| VT 100 426<br>A GUIDE FOR TEACHING<br>ORNAMENTAL HORTICULTURE.                                                                                                                               | 366  | VT 100 446<br>A GUIDE FOR TEACHING JUNIOR<br>HIGH POWER MECHANICS.                                                                | 372  |
| <u>HOSPITALITY EDUCATION</u>                                                                                                                                                                 |      | VT 100 476<br>MACHINES. UNIT III: FORCE AND<br>MOTION. LEVEL: NINE. LESSON I:<br>INDIVIDUAL STUDY GUIDE FOR<br>STUDENT.           | 380  |
| VT 100 484<br>HOSPITALITY EDUCATION PROGRAM.<br>FINAL REPORT.                                                                                                                                | 376  | <u>INDUSTRY</u>                                                                                                                   |      |
| <u>HUMANITIES</u>                                                                                                                                                                            |      | VT 100 462<br>DIRECTORY OF BUSINESS AND<br>INDUSTRIAL ORIENTATION<br>SITES/CONSULTANTS.                                           | 376  |
| VT 100 514<br>THE ARTS, CULTURAL SERVICES,<br>AND CAREER EDUCATION: SPECIAL<br>ISSUE, THE JOURNAL OF<br>AESTHETIC EDUCATION, VOL. 7,<br>NUMBER 4.                                            | 389  | <u>INFORMATION DISSEMINATION</u>                                                                                                  |      |
| <u>INDIANA</u>                                                                                                                                                                               |      | VT 100 510<br>HOW TO GET PUBLICITY FOR YOUR<br>STATE LP/VN ASSOCIATION.                                                           | 388  |
| VT 100 422<br>HOMEMAKING IN THE MIDDLE<br>SCHOOL.                                                                                                                                            | 365  | <u>INSTRUCTIONAL INNOVATION</u>                                                                                                   |      |
| VT 100 501<br>CAREER EDUCATION CURRICULUM<br>GUIDE.                                                                                                                                          | 386  | VT 100 435<br>AGRICULTURAL MECHANICS<br>INSTRUCTION IN SECONDARY<br>SCHOOLS IN MISSISSIPPI. THE<br>LABORATORY-WORK AREA APPROACH. | 369  |
| <u>INDIVIDUALIZED CURRICULUM</u>                                                                                                                                                             |      | <u>INSTRUCTIONAL MATERIALS</u>                                                                                                    |      |
| VT 100 431<br>OPERATION SAFETY: A<br>MULTI-VEHICLE LABORATORY<br>CONTINUOUS PROGRESS PROGRAM<br>FOR TRAFFIC EDUCATION.                                                                       | 367  | VT 100 411<br>MACHINE SHOP WORKBOOK. PART I.                                                                                      | 362  |
| VT 100 440<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. VI-1.<br>IN-SERVICE STRUCTURE OF<br>EDUCATION: DEVELOPMENT OF<br>PRACTICAL ARTS AND VOCATIONAL<br>EDUCATION. TENTATIVE DRAFT. | 370  | VT 100 412<br>AUTO MECHANICS WORKBOOK. PART<br>I.                                                                                 | 362  |
| VT 100 441<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. I-1.<br>ORGANIZATION OF VOCATIONAL<br>EDUCATION IN DADE COUNTY<br>PUBLIC SCHOOLS. TENTATIVE<br>DRAFT.                         | 370  | VT 100 413<br>MEATCUTTING WORKBOOK: PART I.                                                                                       | 363  |
| <u>INDUSTRIAL ARTS</u>                                                                                                                                                                       |      | VT 100 417<br>FARM EQUIPMENT SAFETY TEACHING<br>KIT.                                                                              | 364  |
| VT 100 446<br>A GUIDE FOR TEACHING JUNIOR<br>HIGH POWER MECHANICS.                                                                                                                           | 372  | VT 100 511<br>WORK EXPERIENCE SURVIVAL KIT:<br>THE BOOK NO WORK EXPERIENCE<br>EDUCATION STUDENT SHOULD BE<br>WITHOUT.             | 388  |
| VT 100 480<br>AN APPROACH TO PROPOSED<br>CURRICULUM REVISION OF<br>INDUSTRIAL ARTS PROGRAMS AT<br>THE SECONDARY LEVEL.                                                                       | 381  | <u>INTEGRATED CURRICULUM</u>                                                                                                      |      |
|                                                                                                                                                                                              |      | VT 100 429<br>CURRICULUM BASED UNIT PLANS:<br>K-6. COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT.                         | 367  |
|                                                                                                                                                                                              |      | VT 100 430<br>CURRICULUM BASED UNIT PLANS:<br>7-9. COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT.                         | 367  |
|                                                                                                                                                                                              |      | VT 100 455<br>SUBJECT-RELATED OCCUPATIONS,<br>GRADES 7-9.                                                                         | 374  |
|                                                                                                                                                                                              |      | VT 100 499<br>EXPLORING MY WORLD: CAREER<br>INSTRUCTIONAL UNIT 3, GRADE 1.                                                        | 385  |

BEST COPY AVAILABLE

## SUBJECT INDEX

|                                                                                                                                                                                                                             | PAGE |                                                                                                                                | PAGE |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 501<br>CAREER EDUCATION CURRICULUM<br>GUIDE.                                                                                                                                                                         | 386  | VT 100 443<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. IV-3. EFFECTIVE<br>TEACHING PROCEDURES. TENTATIVE<br>DRAFT.     | 371  |
| <del>JACKSON COUNTY REORGANIZED<br/>SCHOOL DISTRICT 7</del>                                                                                                                                                                 |      | VT 100 455<br>SUBJECT-RELATED OCCUPATIONS,<br>GRADES 7-9.                                                                      | 374  |
| VT 100 475<br>EVALUATION FOR BROADENING<br>ELEMENTARY VOCATIONAL<br>CONCEPTS.                                                                                                                                               | 379  | <del>LEARNING ACTIVITY PACKAGE</del>                                                                                           |      |
| JCB CORPS                                                                                                                                                                                                                   |      | VT 100 484<br>BOOKKEEPING I: STARTING A<br>BOOKKEEPING SYSTEM. LEARNING<br>ACTIVITY PACKAGE.                                   | 382  |
| VT 100 438<br>JOB CORPS TRAINING STANDARD<br>FOR SMALL GAS ENGINE REPAIR,<br>D.O.T. CODE 625.281.                                                                                                                           | 369  | VT 100 485<br>BOOKKEEPING I: BOOKKEEPING<br>CYCLE. LEARNING ACTIVITY<br>PACKAGE.                                               | 382  |
| JCB SKILLS                                                                                                                                                                                                                  |      | VT 100 486<br>BOOKKEEPING I: SPECIAL<br>JOURNALS AND SUBSIDIARY<br>LEDGERS. LEARNING ACTIVITY<br>PACKAGE.                      | 382  |
| VT 100 438<br>JOB CORPS TRAINING STANDARD<br>FOR SMALL GAS ENGINE REPAIR,<br>D.O.T. CODE 625.281.                                                                                                                           | 369  | VT 100 487<br>BOOKKEEPING I: FINANCIAL<br>REPORTS. LEARNING ACTIVITY<br>PACKAGE.                                               | 382  |
| JUNIOR HIGH SCHOOLS                                                                                                                                                                                                         |      | VT 100 488<br>BOOKKEEPING I: SPENCER<br>ATHLETIC GOODS. LEARNING<br>ACTIVITY PACKAGE.                                          | 383  |
| VT 100 449<br>A CAREER ORIENTATION AND<br>EXPLORATION GUIDE FOR TEACHERS<br>OF PRACTICAL ARTS SUBJECTS:<br>INDUSTRIAL ARTS, HOMEMAKING,<br>BUSINESS EDUCATION,<br>MIDDLE/JUNIOR HIGH SCHOOL. A<br>UNIT IN CAREER EDUCATION. | 372  | VT 100 489<br>BOOKKEEPING I: INTRODUCTION TO<br>AUTOMATED DATA. LEARNING<br>ACTIVITY PACKAGE.                                  | 383  |
| LAW ENFORCEMENT                                                                                                                                                                                                             |      | VT 100 490<br>BOOKKEEPING I: COMBINATION<br>JOURNAL. LEARNING ACTIVITY<br>PACKAGE.                                             | 383  |
| VT 100 505<br>LAW ENFORCEMENT CURRICULUM.<br>STATE OF WASHINGTON.                                                                                                                                                           | 387  | VT 100 491<br>BOOKKEEPING I: CASH REGISTER<br>BOOKKEEPING SYSTEM. LEARNING<br>ACTIVITY PACKAGE.                                | 383  |
| LEADERSHIP TRAINING                                                                                                                                                                                                         |      | VT 100 492<br>BOOKKEEPING I: PRACTICE SET.<br>LEARNING ACTIVITY PACKAGE.                                                       | 383  |
| VT 100 502<br>COMMUNICATIONS FOR<br>SUPERVISORS. LEADER'S GUIDE<br>AND CASSETTE.                                                                                                                                            | 386  | VT 100 493<br>BOOKKEEPING II: BOOKKEEPING<br>CYCLE. LEARNING ACTIVITY<br>PACKAGE.                                              | 384  |
| LEARNING ACTIVITIES                                                                                                                                                                                                         |      | VT 100 494<br>BOOKKEEPING II: DEPARTMENTAL<br>AND PAYROLL ACCOUNTING.<br>LEARNING ACTIVITY PACKAGE.                            | 384  |
| VT 100 401<br>CURRICULUM GUIDE FOR CAREER<br>EDUCATION IN GRADES 11-12.                                                                                                                                                     | 360  | <del>LESSON PLANS</del>                                                                                                        |      |
| VT 100 403<br>CAREER EDUCATION: KINDERGARTEN<br>AWARENESS. ROLE PLAYING IN<br>PRIMARY CITY.                                                                                                                                 | 360  | VT 100 478<br>CAREER EDUCATION LESSONS:<br>MISCELLANEOUS MINI-UNITS FOR<br>GRADES K-6 DEVELOPED DURING<br>1972-73 SCHOOL YEAR. | 380  |
| VT 100 440<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. VI-1.<br>IN-SERVICE STRUCTURE OF<br>EDUCATION: DEVELOPMENT OF<br>PRACTICAL ARTS AND VOCATIONAL<br>EDUCATION. TENTATIVE DRAFT.                                | 370  | <del>LUMBER INDUSTRY</del>                                                                                                     |      |
| VT 100 442<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. I-2.<br>ORIENTATION: IN-SERVICE.<br>TENTATIVE DRAFT.                                                                                                         | 370  | VT 100 504<br>BASIC MATHEMATICS AND<br>MEASUREMENT FOR LUMBER<br>INDUSTRIES.                                                   | 386  |

## BEST COPY AVAILABLE SUBJECT INDEX

|                                                                                                                                      | PAGE |                                                                                                           | PAGE |
|--------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------|------|
| <b>MACHINE REPAIRMEN</b>                                                                                                             |      | <b>MATHEMATICS</b>                                                                                        |      |
| VT 100 438                                                                                                                           | 369  | VT 100 504                                                                                                | 386  |
| JOB CORPS TRAINING STANDARD<br>FOR SMALL GAS ENGINE REPAIR,<br>D.O.T. CODE 625.281.                                                  |      | BASIC MATHEMATICS AND<br>MEASUREMENT FOR LUMBER<br>INDUSTRIES.                                            |      |
| <b>MACHINE TOOL OPERATORS</b>                                                                                                        |      | <b>MEASUREMENT</b>                                                                                        |      |
| VT 100 402                                                                                                                           | 360  | VT 100 504                                                                                                | 386  |
| SURFACE GRINDER OPERATOR.<br>INSTRUCTOR'S GUIDE. PART OF<br>SINGLE-TOOL SKILLS PROGRAM<br>SERIES: MACHINE INDUSTRIES<br>OCCUPATIONS. |      | VT 100 512                                                                                                | 389  |
| VT 100 411                                                                                                                           | 362  | GOING METRIC WITH THE UNITED<br>STATES PRINTING INDUSTRY.                                                 |      |
| MACHINE SHOP WORKBOOK. PART I.                                                                                                       |      | <b>MEASUREMENT TECHNIQUES</b>                                                                             |      |
| <b>MACHINISTS</b>                                                                                                                    |      | VT 100 479                                                                                                | 380  |
| VT 100 411                                                                                                                           | 362  | A GUIDE FOR EVALUATING<br>CONSUMER EDUCATION PROGRAMS<br>AND MATERIALS.                                   |      |
| MACHINE SHOP WORKBOOK. PART I.                                                                                                       |      | <b>MEATCUTTERS</b>                                                                                        |      |
| <b>MANAGEMENT DEVELOPMENT</b>                                                                                                        |      | VT 100 413                                                                                                | 363  |
| VT 100 463                                                                                                                           | 376  | MEATCUTTING WORKBOOK: PART I.                                                                             |      |
| GOVERNMENTAL MANAGEMENT: A<br>SUGGESTED ASSOCIATE DEGREE<br>CURRICULUM.                                                              |      | <b>MECHANICAL SKILLS</b>                                                                                  |      |
| <b>MANUALS</b>                                                                                                                       |      | VT 100 459                                                                                                | 375  |
| VT 100 455                                                                                                                           | 374  | OPERATING THE KNUCKLE-BOOM<br>LOADER. A STUDENT TRAINING<br>MANUAL AND INSTRUCTOR'S GUIDE.                |      |
| SUBJECT-RELATED OCCUPATIONS,<br>GRADES 7-9.                                                                                          |      | <b>MECHANICS (PHYSICS)</b>                                                                                |      |
| <b>MARKETING</b>                                                                                                                     |      | VT 100 476                                                                                                | 380  |
| VT 100 452                                                                                                                           | 373  | MACHINES. UNIT III: FORCE AND<br>MOTION. LEVEL: NINE. LFSSON I:<br>INDIVIDUAL STUDY GUIDE FOR<br>STUDENT. |      |
| MERCHANDISING FOR PROFIT:<br>EFFECTIVE BUYING AND SELLING<br>PRACTICES. A CURRICULUM GUIDE.                                          |      | <b>MERCHANDISING</b>                                                                                      |      |
| VT 100 506                                                                                                                           | 387  | VT 100 452                                                                                                | 373  |
| WORD PUZZLES FOR D.E.<br>(DISTRIBUTIVE EDUCATION).                                                                                   |      | MERCHANDISING FOR PROFIT:<br>EFFECTIVE BUYING AND SELLING<br>PRACTICES. A CURRICULUM GUIDE.               |      |
| <b>MASONRY</b>                                                                                                                       |      | VT 100 507                                                                                                | 387  |
| VT 100 460                                                                                                                           | 375  | DEPARTMENT STORE PROBLEMS. AN<br>IN-BASKET SIMULATION.                                                    |      |
| MASONRY.                                                                                                                             |      | <b>METRIC SYSTEM</b>                                                                                      |      |
| <b>MASS MEDIA</b>                                                                                                                    |      | VT 100 512                                                                                                | 389  |
| VT 100 510                                                                                                                           | 388  | GOING METRIC WITH THE UNITED<br>STATES PRINTING INDUSTRY.                                                 |      |
| HOW TO GET PUBLICITY FOR YOUR<br>STATE LP/VN ASSOCIATION.                                                                            |      | <b>MIDDLE SCHOOLS</b>                                                                                     |      |
| <b>MASTER PLANS</b>                                                                                                                  |      | VT 100 422                                                                                                | 365  |
| VT 100 417                                                                                                                           | 364  | HOMEMAKING IN THE MIDDLE<br>SCHOOL.                                                                       |      |
| FARM EQUIPMENT SAFETY TEACHING<br>KIT.                                                                                               |      | <b>MISSISSIPPI</b>                                                                                        |      |
| <b>MATERIAL DEVELOPMENT</b>                                                                                                          |      | VT 100 482                                                                                                | 381  |
| VT 100 503                                                                                                                           | 386  | HANDBOOK FOR VOCATIONAL<br>TEACHER-COORDINATORS OF<br>BUSINESS AND OFFICE EDUCATION.                      |      |
| BULLETIN BOARD IDEAS FOR<br>DISTRIBUTIVE EDUCATION.                                                                                  |      |                                                                                                           |      |
| <b>MATHEMATICAL CONCEPTS</b>                                                                                                         |      |                                                                                                           |      |
| VT 100 504                                                                                                                           | 386  |                                                                                                           |      |
| BASIC MATHEMATICS AND<br>MEASUREMENT FOR LUMBER<br>INDUSTRIES.                                                                       |      |                                                                                                           |      |



## SUBJECT INDEX

BEST COPY AVAILABLE

|                                                                                                                           | PAGE |                                                                                                                           | PAGE |
|---------------------------------------------------------------------------------------------------------------------------|------|---------------------------------------------------------------------------------------------------------------------------|------|
| <b>MODEL CITIES</b>                                                                                                       |      | <b>NEWPORT INDEPENDENT SCHOOL DISTRICT</b>                                                                                |      |
| VT 100 444                                                                                                                | 371  | VT 100 499                                                                                                                | 385  |
| COMPREHENSIVE VOCATIONAL GUIDANCE PROGRAM FOR MODEL CITIES. PARTS I AND II. FINAL REPORT.                                 |      | EXPLORING MY WORLD: CAREER INSTRUCTIONAL UNIT 3, GRADE 1.                                                                 |      |
| <b>MOTOR VEHICLES</b>                                                                                                     |      | <b>NORTH DAKOTA</b>                                                                                                       |      |
| VT 100 404                                                                                                                | 360  | VT 100 404                                                                                                                | 360  |
| AUTO MECHANICS: BLOCKS I AND II: INTRODUCTION AND ORIENTATION, AND BENCH SHOP AND SAFETY.                                 |      | AUTO MECHANICS: BLOCKS I AND II: INTRODUCTION AND ORIENTATION, AND BENCH SHOP AND SAFETY.                                 |      |
| VT 100 405                                                                                                                | 361  | VT 100 405                                                                                                                | 361  |
| AUTO MECHANICS: BLOCK III: CHASSIS.                                                                                       |      | AUTO MECHANICS: BLOCK III: CHASSIS.                                                                                       |      |
| VT 100 406                                                                                                                | 361  | VT 100 406                                                                                                                | 361  |
| AUTO MECHANICS: BLOCK IV: ENGINES.                                                                                        |      | AUTO MECHANICS: BLOCK IV: ENGINES.                                                                                        |      |
| VT 100 407                                                                                                                | 361  | VT 100 407                                                                                                                | 361  |
| AUTO MECHANICS: BLOCK V: FUEL SYSTEMS.                                                                                    |      | AUTO MECHANICS: BLOCK V: FUEL SYSTEMS.                                                                                    |      |
| VT 100 408                                                                                                                | 361  | VT 100 408                                                                                                                | 361  |
| AUTO MECHANICS: BLOCK VI: ELECTRICAL SYSTEMS.                                                                             |      | AUTO MECHANICS: BLOCK VI: ELECTRICAL SYSTEMS.                                                                             |      |
| VT 100 409                                                                                                                | 362  | VT 100 409                                                                                                                | 362  |
| AUTO MECHANICS: BLOCK VII: TUNE-UP AND TROUBLE SHOOTING.                                                                  |      | AUTO MECHANICS: BLOCK VII: TUNE-UP AND TROUBLE SHOOTING.                                                                  |      |
| VT 100 410                                                                                                                | 362  | VT 100 410                                                                                                                | 362  |
| AUTO MECHANICS: BLOCK VIII: HEATING AND AIR CONDITIONING.                                                                 |      | AUTO MECHANICS: BLOCK VIII: HEATING AND AIR CONDITIONING.                                                                 |      |
| <b>MUSKEGON PUBLIC SCHOOLS</b>                                                                                            |      | <b>NORTH DAKOTA STATE SCHOOL OF SCIENCE</b>                                                                               |      |
| VT 100 429                                                                                                                | 367  | VT 100 497                                                                                                                | 385  |
| CURRICULUM BASED UNIT PLANS: K-6. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.                                     |      | PROPOSED CURRICULUM FOR TWO YEAR ENVIRONMENTAL SCIENCE TECHNOLOGY. FINAL REPORT.                                          |      |
| VT 100 430                                                                                                                | 367  | <b>NUTRITION INSTRUCTION</b>                                                                                              |      |
| CURRICULUM BASED UNIT PLANS: 7-9. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.                                     |      | VT 100 453                                                                                                                | 373  |
| VT 100 432                                                                                                                | 368  | HOW TO BUY FOOD: LESSON AIDS FOR TEACHERS.                                                                                |      |
| A COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT FOR THE SCHOOL DISTRICTS OF MUSKEGON AND MUSKEGON HEIGHTS, MICHIGAN. |      | <b>OCCUPATIONAL CLUSTERS</b>                                                                                              |      |
| VT 100 433                                                                                                                | 368  | VT 100 432                                                                                                                | 368  |
| RESOURCE GUIDE: K-12. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.                                                 |      | A COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT FOR THE SCHOOL DISTRICTS OF MUSKEGON AND MUSKEGON HEIGHTS, MICHIGAN. |      |
| <b>NATURAL RESOURCES</b>                                                                                                  |      | <b>OCCUPATIONAL GUIDANCE</b>                                                                                              |      |
| VT 100 428                                                                                                                | 367  | VT 100 444                                                                                                                | 371  |
| A GUIDE FOR TEACHING AGRICULTURAL RESOURCES.                                                                              |      | COMPREHENSIVE VOCATIONAL GUIDANCE PROGRAM FOR MODEL CITIES. PARTS I AND II. FINAL REPORT.                                 |      |
| <b>NEBRASKA</b>                                                                                                           |      | <b>OCCUPATIONAL HOME ECONOMICS</b>                                                                                        |      |
| VT 100 419                                                                                                                | 364  | VT 100 471                                                                                                                | 378  |
| NEBRASKA CURRICULUM GUIDE FOR AGRIBUSINESS AND NATURAL RESOURCES OCCUPATIONS EDUCATION.                                   |      | CURRICULUM GUIDE FOR OCCUPATIONAL HOME ECONOMICS, FOOD SERVICE OCCUPATIONS. PART II: BASIC FOOD PREPARATION. FIELD TEST.  |      |

BEST COPY AVAILABLE

SUBJECT INDEX

|                                                                                                                                                                                             | PAGE |                                                                                     | PAGE |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------------------------------------------------------------------------------------|------|
| VT 100 472                                                                                                                                                                                  | 378  | VT 100 468                                                                          | 377  |
| CURRICULUM GUIDE FOR HOME ECONOMICS CHILD CARE AND DEVELOPMENT, GRADES 11 AND 12. FIELD TEST.                                                                                               |      | THE FULL-KEYBOARD ADDING MACHINE. TEACHER'S MANUAL.                                 |      |
| VT 100 495                                                                                                                                                                                  | 384  | VT 100 469                                                                          | 378  |
| CURRICULUM GUIDE FOR OCCUPATIONAL HOME ECONOMICS: FOOD HOSTESS AND WAITRESS. FIELD TEST.                                                                                                    |      | THE TEN-KEY ADDING MACHINE. TEACHER'S MANUAL.                                       |      |
|                                                                                                                                                                                             |      | VT 100 508                                                                          | 388  |
|                                                                                                                                                                                             |      | DUPLICATING EQUIPMENT. TEACHER'S MANUAL.                                            |      |
|                                                                                                                                                                                             |      | OFFICE OCCUPATIONS                                                                  |      |
| OCCUPATIONAL INFORMATION                                                                                                                                                                    |      | VT 100 439                                                                          | 370  |
| VT 100 403                                                                                                                                                                                  | 360  | CURRICULUM GUIDE FOR OFFICE PRACTICE.                                               |      |
| CAREER EDUCATION: KINDERGARTEN AWARENESS. ROLE PLAYING IN PRIMARY CITY.                                                                                                                     |      | OFFICE OCCUPATIONS EDUCATION                                                        |      |
| VT 100 429                                                                                                                                                                                  | 367  | VT 100 439                                                                          | 370  |
| CURRICULUM BASED UNIT PLANS: K-6. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.                                                                                                       |      | CURRICULUM GUIDE FOR OFFICE PRACTICE.                                               |      |
| VT 100 430                                                                                                                                                                                  | 367  | VT 100 451                                                                          | 373  |
| CURRICULUM BASED UNIT PLANS: 7-9. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.                                                                                                       |      | CURRICULUM GUIDE FOR OFFICE OCCUPATIONS.                                            |      |
| VT 100 447                                                                                                                                                                                  | 372  | VT 100 466                                                                          | 377  |
| CAREER EDUCATION QUESTIONNAIRE: GRADES 4-6.                                                                                                                                                 |      | THE TEN-KEY ADDING MACHINE. STUDENT MANUAL.                                         |      |
| VT 100 448                                                                                                                                                                                  | 372  | VT 100 467                                                                          | 377  |
| CAREER EDUCATION QUESTIONNAIRE. GRADE K-3: FORM A.                                                                                                                                          |      | THE FULL-KEYBOARD ADDING MACHINE. STUDENT MANUAL.                                   |      |
| VT 100 449                                                                                                                                                                                  | 372  | VT 100 468                                                                          | 377  |
| A CAREER ORIENTATION AND EXPLORATION GUIDE FOR TEACHERS OF PRACTICAL ARTS SUBJECTS: INDUSTRIAL ARTS, HOMEMAKING, BUSINESS EDUCATION, MIDDLE/JUNIOR HIGH SCHOOL. A UNIT IN CAREER EDUCATION. |      | THE FULL-KEYBOARD ADDING MACHINE. TEACHER'S MANUAL.                                 |      |
| VT 100 456                                                                                                                                                                                  | 374  | VT 100 469                                                                          | 378  |
| INFORMATION ON CAREERS.                                                                                                                                                                     |      | THE TEN-KEY ADDING MACHINE. TEACHER'S MANUAL.                                       |      |
| VT 100 457                                                                                                                                                                                  | 374  | VT 100 482                                                                          | 381  |
| WORLD OF WORK CAREER EXPLORATION CURRICULUM GUIDE: GRADE SEVEN THROUGH NINE.                                                                                                                |      | HANDBOOK FOR VOCATIONAL TEACHER-COORDINATORS OF BUSINESS AND OFFICE EDUCATION.      |      |
| OCCUPATIONAL TESTS                                                                                                                                                                          |      | OFFICE PRACTICE                                                                     |      |
| VT 100 496                                                                                                                                                                                  | 384  | VT 100 439                                                                          | 370  |
| USING THE RESULTS OF THE TRADE AND INDUSTRIAL EDUCATION ACHIEVEMENT TEST PROGRAM.                                                                                                           |      | CURRICULUM GUIDE FOR OFFICE PRACTICE.                                               |      |
| OCCUPATIONS                                                                                                                                                                                 |      | VT 100 466                                                                          | 377  |
| VT 100 448                                                                                                                                                                                  | 372  | THE TEN-KEY ADDING MACHINE. STUDENT MANUAL.                                         |      |
| CAREER EDUCATION QUESTIONNAIRE. GRADE K-3: FORM A.                                                                                                                                          |      | VT 100 467                                                                          | 377  |
| OFFICE MACHINES                                                                                                                                                                             |      | THE FULL-KEYBOARD ADDING MACHINE. STUDENT MANUAL.                                   |      |
| VT 100 465                                                                                                                                                                                  | 377  | OHIO TRADE INDUSTRIAL EDUCATION ACHIEVEMENT TEST                                    |      |
| THE TEN-KEY ADDING MACHINE. STUDENT MANUAL.                                                                                                                                                 |      | VT 100 496                                                                          | 384  |
| VT 100 467                                                                                                                                                                                  | 377  | USING THE RESULTS OF THE TRADE AND INDUSTRIAL EDUCATION ACHIEVEMENT TEST PROGRAM.   |      |
| THE FULL-KEYBOARD ADDING MACHINE. STUDENT MANUAL.                                                                                                                                           |      | ORNAMENTAL HORTICULTURE                                                             |      |
|                                                                                                                                                                                             |      | VT 100 426                                                                          | 366  |
|                                                                                                                                                                                             |      | A GUIDE FOR TEACHING ORNAMENTAL HORTICULTURE.                                       |      |
|                                                                                                                                                                                             |      | PATENT DRAWING                                                                      |      |
|                                                                                                                                                                                             |      | VT 100 418                                                                          | 364  |
|                                                                                                                                                                                             |      | GUIDE FOR PATENT DRAFTSMEN: SELECTED RULES OF PRACTICE RELATING TO PATENT DRAWINGS. |      |

BEST COPY AVAILABLE

## SUBJECT INDEX

|                                                                                                                                                                                             | PAGE |                                                                                         | PAGE |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------|------|
| <u>PHYSICIANS ASSISTANTS</u>                                                                                                                                                                |      | <u>PROGRAM EVALUATION</u>                                                               |      |
| VT 100 445                                                                                                                                                                                  | 371  | VT 100 479                                                                              | 380  |
| PEDIATRIC ASSISTANT: A PROGRAM DEVELOPMENT GUIDE.                                                                                                                                           |      | A GUIDE FOR EVALUATING CONSUMER EDUCATION PROGRAMS AND MATERIALS.                       |      |
| <u>PLANT SCIENCE</u>                                                                                                                                                                        |      | <u>PROGRAM GUIDES</u>                                                                   |      |
| VT 100 426                                                                                                                                                                                  | 366  | VT 100 445                                                                              | 371  |
| A GUIDE FOR TEACHING ORNAMENTAL HORTICULTURE.                                                                                                                                               |      | PEDIATRIC ASSISTANT: A PROGRAM DEVELOPMENT GUIDE.                                       |      |
| <u>POLICE</u>                                                                                                                                                                               |      | VT 100 450                                                                              | 373  |
| VT 100 505                                                                                                                                                                                  | 387  | DIVERSIFIED OCCUPATIONS COORDINATOR'S HANDBOOK.                                         |      |
| LAW ENFORCEMENT CURRICULUM. STATE OF WASHINGTON.                                                                                                                                            |      | VT 100 482                                                                              | 381  |
| <u>POWER MECHANICS</u>                                                                                                                                                                      |      | HANDBOOK FOR VOCATIONAL TEACHER-COORDINATORS OF BUSINESS AND OFFICE EDUCATION.          |      |
| VT 100 405                                                                                                                                                                                  | 361  | VT 100 505                                                                              | 387  |
| AUTO MECHANICS: BLOCK III: CHASSIS.                                                                                                                                                         |      | LAW ENFORCEMENT CURRICULUM. STATE OF WASHINGTON.                                        |      |
| VT 100 406                                                                                                                                                                                  | 361  | VT 100 513                                                                              | 389  |
| AUTO MECHANICS: BLOCK IV: ENGINES.                                                                                                                                                          |      | RECOMMENDATIONS FOR TEACHING WELDING: SETTING UP TRAINING PROGRAMS AND SHOPS.           |      |
| VT 100 407                                                                                                                                                                                  | 361  | <u>PROGRAM PLANNING</u>                                                                 |      |
| AUTO MECHANICS: BLOCK V: FUEL SYSTEMS.                                                                                                                                                      |      | VT 100 415                                                                              | 363  |
| VT 100 446                                                                                                                                                                                  | 372  | A GUIDE FOR PLANNING INSTRUCTION FOR ADULTS IN AGRICULTURAL EDUCATION.                  |      |
| A GUIDE FOR TEACHING JUNIOR HIGH POWER MECHANICS.                                                                                                                                           |      | VT 100 416                                                                              | 363  |
| VT 100 476                                                                                                                                                                                  | 380  | A GUIDE FOR PLANNING PROGRAMS IN AGRICULTURAL EDUCATION.                                |      |
| MACHINES. UNIT III: FORCE AND MOTION. LEVEL: NINE. LESSON I: INDIVIDUAL STUDY GUIDE FOR STUDENT.                                                                                            |      | VT 100 445                                                                              | 371  |
| <u>PRIMARY GRADES</u>                                                                                                                                                                       |      | PEDIATRIC ASSISTANT: A PROGRAM DEVELOPMENT GUIDE.                                       |      |
| VT 100 403                                                                                                                                                                                  | 360  | <u>PROGRAMED TESTS</u>                                                                  |      |
| CAREER EDUCATION: KINDERGARTEN AWARENESS. POLE PLAYING IN PRIMARY CITY.                                                                                                                     |      | VT 100 458                                                                              | 375  |
| VT 100 448                                                                                                                                                                                  | 372  | SMALL GASOLINE ENGINES. FLOAT TYPE CARBURETOR REPAIR: AN INDIVIDUAL INSTRUCTION MANUAL. |      |
| CAREER EDUCATION QUESTIONNAIRE. GRADE K-3: FORM A.                                                                                                                                          |      | <u>PROGRAMED UNITS</u>                                                                  |      |
| <u>PROGRAM CONTENT</u>                                                                                                                                                                      |      | VT 100 484                                                                              | 382  |
| VT 100 434                                                                                                                                                                                  | 368  | BOOKKEEPING I: STARTING A BOOKKEEPING SYSTEM. LEARNING ACTIVITY PACKAGE.                |      |
| GUIDE TO BUSINESS EDUCATION: GRADES 9-12.                                                                                                                                                   |      | VT 100 485                                                                              | 382  |
| <u>PROGRAM DESCRIPTIONS</u>                                                                                                                                                                 |      | BOOKKEEPING I: BOOKKEEPING CYCLE. LEARNING ACTIVITY PACKAGE.                            |      |
| VT 100 449                                                                                                                                                                                  | 372  | VT 100 486                                                                              | 382  |
| A CAREER ORIENTATION AND EXPLORATION GUIDE FOR TEACHERS OF PRACTICAL ARTS SUBJECTS: INDUSTRIAL ARTS, HOMEMAKING, BUSINESS EDUCATION, MIDDLE/JUNIOR HIGH SCHOOL. A UNIT IN CAREER EDUCATION. |      | BOOKKEEPING I: SPECIAL JOURNALS AND SUBSIDIARY LEDGERS. LEARNING ACTIVITY PACKAGE.      |      |
| <u>PROGRAM DEVELOPMENT</u>                                                                                                                                                                  |      | VT 100 487                                                                              | 382  |
| VT 100 416                                                                                                                                                                                  | 363  | BOOKKEEPING I: FINANCIAL REPORTS. LEARNING ACTIVITY PACKAGE.                            |      |
| A GUIDE FOR PLANNING PROGRAMS IN AGRICULTURAL EDUCATION.                                                                                                                                    |      | VT 100 488                                                                              | 383  |
|                                                                                                                                                                                             |      | BOOKKEEPING I: SPENCER ATHLETIC GOODS. LEARNING ACTIVITY PACKAGE.                       |      |



BEST COPY AVAILABLE

SUBJECT INDEX

407

|                                                                                                | PAGE |                                                                                                         | PAGE |
|------------------------------------------------------------------------------------------------|------|---------------------------------------------------------------------------------------------------------|------|
| VT 100 489                                                                                     | 383  | VT 100 486                                                                                              | 382  |
| BOOKKEEPING I: INTRODUCTION TO AUTOMATED DATA. LEARNING ACTIVITY PACKAGE.                      |      | BOOKKEEPING I: SPECIAL JOURNALS AND SUBSIDIARY LEDGERS. LEARNING ACTIVITY PACKAGE.                      |      |
| VT 100 490                                                                                     | 383  | VT 100 487                                                                                              | 382  |
| BOOKKEEPING I: COMBINATION JOURNAL. LEARNING ACTIVITY PACKAGE.                                 |      | BOOKKEEPING I: FINANCIAL REPORTS. LEARNING ACTIVITY PACKAGE.                                            |      |
| VT 100 491                                                                                     | 383  | VT 100 488                                                                                              | 383  |
| BOOKKEEPING I: CASH REGISTER BOOKKEEPING SYSTEM. LEARNING ACTIVITY PACKAGE.                    |      | BOOKKEEPING I: SPENCER ATHLETIC GOODS. LEARNING ACTIVITY PACKAGE.                                       |      |
| VT 100 492                                                                                     | 383  | VT 100 490                                                                                              | 383  |
| BOOKKEEPING I: PRACTICE SET. LEARNING ACTIVITY PACKAGE.                                        |      | BOOKKEEPING I: COMBINATION JOURNAL. LEARNING ACTIVITY PACKAGE.                                          |      |
| VT 100 493                                                                                     | 384  |                                                                                                         |      |
| BOOKKEEPING II: BOOKKEEPING CYCLE. LEARNING ACTIVITY PACKAGE.                                  |      | RELEVANCE (EDUCATION)                                                                                   |      |
| VT 100 494                                                                                     | 384  | VT 100 473                                                                                              | 379  |
| BOOKKEEPING II: DEPARTMENTAL AND PAYROLL ACCOUNTING. LEARNING ACTIVITY PACKAGE.                |      | THE TEACHER'S ROLE IN CAREER DEVELOPMENT.                                                               |      |
| PUBLIC ADMINISTRATION EDUCATION                                                                |      | REPROGRAPHY                                                                                             |      |
| VT 100 483                                                                                     | 376  | VT 100 508                                                                                              | 388  |
| GOVERNMENTAL MANAGEMENT: A SUGGESTED ASSOCIATE DEGREE CURRICULUM.                              |      | DUPLICATING EQUIPMENT. TEACHER'S MANUAL.                                                                |      |
| PUBLIC RELATIONS                                                                               |      | RESOURCE GUIDES                                                                                         |      |
| VT 100 510                                                                                     | 388  | VT 100 421                                                                                              | 365  |
| HOW TO GET PUBLICITY FOR YOUR STATE LP/VN ASSOCIATION.                                         |      | HIGH SCHOOL DRIVER AND TRAFFIC SAFETY EDUCATION IN THE STATE OF ARIZONA. ADMINISTRATIVE RESOURCE GUIDE. |      |
| PUBLICIZE                                                                                      |      | VT 100 433                                                                                              | 368  |
| VT 100 500                                                                                     | 385  | RESOURCE GUIDE: K-12. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.                               |      |
| ADVERTISING PAYS.                                                                              |      | VT 100 456                                                                                              | 374  |
| VT 100 510                                                                                     | 388  | INFORMATION ON CAREERS.                                                                                 |      |
| HOW TO GET PUBLICITY FOR YOUR STATE LP/VN ASSOCIATION.                                         |      | RESOURCE MATERIALS                                                                                      |      |
| PUZZLES                                                                                        |      | VT 100 433                                                                                              | 368  |
| VT 100 506                                                                                     | 387  | RESOURCE GUIDE: K-12. COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.                               |      |
| WORD PUZZLES FOR D.E. (DISTRIBUTIVE EDUCATION).                                                |      | VT 100 456                                                                                              | 374  |
| QUESTIONNAIRES                                                                                 |      | INFORMATION ON CAREERS.                                                                                 |      |
| VT 100 448                                                                                     | 372  | VT 100 465                                                                                              | 377  |
| CAREER EDUCATION QUESTIONNAIRE. GRADE K-3: FORM A.                                             |      | SOUTH CAROLINA CAREER EDUCATION CURRICULUM MATERIALS.                                                   |      |
| READING MATERIALS                                                                              |      | RETAIL STORE BUYERS                                                                                     |      |
| VT 100 511                                                                                     | 388  | VT 100 452                                                                                              | 373  |
| WORK EXPERIENCE SURVIVAL KIT: THE BOOK NO WORK EXPERIENCE EDUCATION STUDENT SHOULD BE WITHOUT. |      | MERCHANDISING FOR PROFIT: EFFECTIVE BUYING AND SELLING PRACTICES. A CURRICULUM GUIDE.                   |      |
| RECORDKEEPING                                                                                  |      | RETAILING                                                                                               |      |
| VT 100 485                                                                                     | 382  | VT 100 452                                                                                              | 373  |
| BOOKKEEPING I: BOOKKEEPING CYCLE. LEARNING ACTIVITY PACKAGE.                                   |      | MERCHANDISING FOR PROFIT: EFFECTIVE BUYING AND SELLING PRACTICES. A CURRICULUM GUIDE.                   |      |
|                                                                                                |      | VT 100 500                                                                                              | 385  |
|                                                                                                |      | ADVERTISING PAYS.                                                                                       |      |

## SUBJECT INDEX

BEST COPY AVAILABLE

|                                                                                                                                                                                              | PAGE |                                                                                                                                                    | PAGE |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------------------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 507<br>DEPARTMENT STORE PROBLEMS. AN<br>IN-BASKET SIMULATION.                                                                                                                         | 387  | VT 100 437<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL I.                                                                      | 369  |
| <b>SAFETY</b>                                                                                                                                                                                |      |                                                                                                                                                    |      |
| VT 100 461<br>SAFETY MANAGEMENT: SELF-STUDY<br>INSTRUCTIONAL UNIT. PHASE I:<br>SUPERVISORS' INSTITUTE.                                                                                       | 376  | <b>SELF CONCEPT</b>                                                                                                                                |      |
| <b>SAFETY EDUCATION</b>                                                                                                                                                                      |      | VT 100 403<br>CAREER EDUCATION: KINDERGARTEN<br>AWARENESS. ROLE PLAYING IN<br>PRIMARY CITY.                                                        | 360  |
| VT 100 404<br>AUTO MECHANICS: BLOCKS I AND<br>II: INTRODUCTION AND<br>ORIENTATION, AND BENCH SHOP<br>AND SAFETY.                                                                             | 360  | VT 100 436<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL II.                                                                     | 369  |
| VT 100 417<br>FARM EQUIPMENT SAFETY TEACHING<br>KIT.                                                                                                                                         | 364  | VT 100 437<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL I.                                                                      | 369  |
| <b>SAN DIEGO CITY SCHOOLS</b>                                                                                                                                                                |      | <b>SHOP CURRICULUM</b>                                                                                                                             |      |
| VT 100 446<br>A GUIDE FOR TEACHING JUNIOR<br>HIGH POWER MECHANICS.                                                                                                                           | 372  | VT 100 402<br>SURFACE GRINDER OPERATOR.<br>INSTRUCTOR'S GUIDE. PART OF<br>SINGLE-TOOL SKILLS PROGRAM<br>SERIES: MACHINE INDUSTRIES<br>OCCUPATIONS. | 360  |
| <b>SCHEDULE MODULES</b>                                                                                                                                                                      |      | VT 100 480<br>AN APPROACH TO PROPOSED<br>CURRICULUM REVISION OF<br>INDUSTRIAL ARTS PROGRAMS AT<br>THE SECONDARY LEVEL.                             | 381  |
| VT 100 440<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. VI-1.<br>IN-SERVICE STRUCTURE OF<br>EDUCATION: DEVELOPMENT OF<br>PRACTICAL ARTS AND VOCATIONAL<br>EDUCATION. TENTATIVE DRAFT. | 370  | <b>SIMULATED ENVIRONMENT</b>                                                                                                                       |      |
| VT 100 442<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. I-2.<br>ORIENTATION: IN-SERVICE.<br>TENTATIVE DRAFT.                                                                          | 370  | VT 100 507<br>DEPARTMENT STORE PROBLEMS. AN<br>IN-BASKET SIMULATION.                                                                               | 387  |
| VT 100 443<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. IV-3. EFFECTIVE<br>TEACHING PROCEDURES. TENTATIVE<br>DRAFT.                                                                   | 371  | <b>SIMULATION</b>                                                                                                                                  |      |
| <b>SCHOOL INDUSTRY RELATIONSHIP</b>                                                                                                                                                          |      | VT 100 431<br>OPERATION SAFETY: A<br>MULTI-VEHICLE LABORATORY<br>CONTINUOUS PROGRESS PROGRAM<br>FOR TRAFFIC EDUCATION.                             | 367  |
| VT 100 462<br>DIRECTORY OF BUSINESS AND<br>INDUSTRIAL ORIENTATION<br>SITES/CONSULTANTS.                                                                                                      | 376  | VT 100 454<br>FIRE SIMULATOR INSTRUCTOR'S<br>GUIDE.                                                                                                | 374  |
| <b>SCIENCE PROGRAMS</b>                                                                                                                                                                      |      | VT 100 459<br>OPERATING THE KNUCKLE-BOOM<br>LOADER. A STUDENT TRAINING<br>MANUAL AND INSTRUCTOR'S GUIDE.                                           | 375  |
| VT 100 497<br>PROPOSED CURRICULUM FOR TWO<br>YEAR ENVIRONMENTAL SCIENCE<br>TECHNOLOGY. FINAL REPORT.                                                                                         | 385  | VT 100 507<br>DEPARTMENT STORE PROBLEMS. AN<br>IN-BASKET SIMULATION.                                                                               | 387  |
| <b>SECONDARY GRADES</b>                                                                                                                                                                      |      | <b>SIMULATORS</b>                                                                                                                                  |      |
| VT 100 457<br>WORLD OF WORK CAREER<br>EXPLORATION CURRICULUM GUIDE:<br>GRADE SEVEN THROUGH NINE.                                                                                             | 374  | VT 100 454<br>FIRE SIMULATOR INSTRUCTOR'S<br>GUIDE.                                                                                                | 374  |
| <b>SELF CARE SKILLS</b>                                                                                                                                                                      |      | VT 100 459<br>OPERATING THE KNUCKLE-BOOM<br>LOADER. A STUDENT TRAINING<br>MANUAL AND INSTRUCTOR'S GUIDE.                                           | 375  |
| VT 100 436<br>HOMEMAKING: GETTING IT<br>TOGETHER. HOME ECONOMICS,<br>LEVEL II.                                                                                                               | 369  | <b>SKILLED OCCUPATIONS</b>                                                                                                                         |      |
|                                                                                                                                                                                              |      | VT 100 509<br>CURRICULUM GUIDE FOR BUILDING<br>CONSTRUCTION.                                                                                       | 388  |

## SUBJECT INDEX

|                                       | PAGE |                                       | PAGE |
|---------------------------------------|------|---------------------------------------|------|
| <b>SOUTH CAROLINA</b>                 |      | <b>VT 100 484</b>                     | 382  |
| <b>VT 100 450</b>                     | 373  | <b>BOOKKEEPING I: STARTING A</b>      |      |
| <b>DIVERSIFIED OCCUPATIONS</b>        |      | <b>BOOKKEEPING SYSTEM. LEARNING</b>   |      |
| <b>COORDINATOR'S HANDBOOK.</b>        |      | <b>ACTIVITY PACKAGE.</b>              | 382  |
| <b>VT 100 451</b>                     | 373  | <b>VT 100 485</b>                     |      |
| <b>CURRICULUM GUIDE FOR OFFICE</b>    |      | <b>BOOKKEEPING I: BOOKKEEPING</b>     |      |
| <b>OCCUPATIONS.</b>                   |      | <b>CYCLE. LEARNING ACTIVITY</b>       |      |
| <b>VT 100 465</b>                     | 377  | <b>PACKAGE.</b>                       | 382  |
| <b>SOUTH CAROLINA CAREER</b>          |      | <b>VT 100 486</b>                     |      |
| <b>EDUCATION CURRICULUM</b>           |      | <b>BOOKKEEPING I: SPECIAL</b>         |      |
| <b>MATERIALS.</b>                     |      | <b>JOURNALS AND SUBSIDIARY</b>        |      |
| <b>SOUTHINGTON PUBLIC SCHOOLS</b>     |      | <b>LEDGERS. LEARNING ACTIVITY</b>     |      |
| <b>VT 100 455</b>                     | 374  | <b>PACKAGE.</b>                       | 382  |
| <b>SUBJECT-RELATED OCCUPATIONS,</b>   |      | <b>VT 100 487</b>                     |      |
| <b>GRADES 7-9.</b>                    |      | <b>BOOKKEEPING I: FINANCIAL</b>       |      |
| <b>VT 100 456</b>                     | 374  | <b>REPORTS. LEARNING ACTIVITY</b>     |      |
| <b>INFORMATION ON CAREERS.</b>        |      | <b>PACKAGE.</b>                       | 383  |
| <b>VT 100 457</b>                     | 374  | <b>VT 100 488</b>                     |      |
| <b>WORLD OF WORK CAREER</b>           |      | <b>BOOKKEEPING I: SPENCER</b>         |      |
| <b>EXPLORATION CURRICULUM GUIDE:</b>  |      | <b>ATHLETIC GOODS. LEARNING</b>       |      |
| <b>GRADE SEVEN THROUGH NINE.</b>      |      | <b>ACTIVITY PACKAGE.</b>              | 383  |
| <b>ST BERNARD PARISH SCHOOLS</b>      |      | <b>VT 100 489</b>                     |      |
| <b>VT 100 431</b>                     | 367  | <b>BOOKKEEPING I: INTRODUCTION TO</b> |      |
| <b>OPERATION SAFETY: A</b>            |      | <b>AUTOMATED DATA. LEARNING</b>       |      |
| <b>MULTI-VEHICLE LABORATORY</b>       |      | <b>ACTIVITY PACKAGE.</b>              | 383  |
| <b>CONTINUOUS PROGRESS PROGRAM</b>    |      | <b>VT 100 490</b>                     |      |
| <b>FOR TRAFFIC EDUCATION.</b>         |      | <b>BOOKKEEPING I: COMBINATION</b>     |      |
| <b>STANDARDS</b>                      |      | <b>JOURNAL. LEARNING ACTIVITY</b>     |      |
| <b>VT 100 438</b>                     | 369  | <b>PACKAGE.</b>                       | 383  |
| <b>JOB CORPS TRAINING STANDARD</b>    |      | <b>VT 100 491</b>                     |      |
| <b>FOR SMALL GAS ENGINE REPAIR,</b>   |      | <b>BOOKKEEPING I: CASH REGISTER</b>   |      |
| <b>D.O.T. CODE 625.281.</b>           |      | <b>BOOKKEEPING SYSTEM. LEARNING</b>   |      |
| <b>VT 100 512</b>                     | 389  | <b>ACTIVITY PACKAGE.</b>              | 383  |
| <b>GOING METRIC WITH THE UNITED</b>   |      | <b>VT 100 492</b>                     |      |
| <b>STATES PRINTING INDUSTRY.</b>      |      | <b>BOOKKEEPING I: PRACTICE SET.</b>   |      |
| <b>STATE CURRICULUM GUIDES</b>        |      | <b>LEARNING ACTIVITY PACKAGE.</b>     | 384  |
| <b>VT 100 451</b>                     | 373  | <b>VT 100 493</b>                     |      |
| <b>CURRICULUM GUIDE FOR OFFICE</b>    |      | <b>BOOKKEEPING II: BOOKKEEPING</b>    |      |
| <b>OCCUPATIONS.</b>                   |      | <b>CYCLE. LEARNING ACTIVITY</b>       |      |
| <b>VT 100 501</b>                     | 386  | <b>PACKAGE.</b>                       | 384  |
| <b>CAREER EDUCATION CURRICULUM</b>    |      | <b>VT 100 494</b>                     |      |
| <b>GUIDE.</b>                         |      | <b>BOOKKEEPING II: DEPARTMENTAL</b>   |      |
| <b>VT 100 505</b>                     | 387  | <b>AND PAYROLL ACCOUNTING.</b>        |      |
| <b>LAW ENFORCEMENT CURRICULUM.</b>    |      | <b>LEARNING ACTIVITY PACKAGE.</b>     |      |
| <b>STATE OF WASHINGTON.</b>           |      | <b>SUPERVISORS</b>                    | 386  |
| <b>STUDY GUIDES</b>                   |      | <b>VT 100 502</b>                     |      |
| <b>VT 100 458</b>                     | 375  | <b>COMMUNICATIONS FOR</b>             |      |
| <b>SMALL GASOLINE ENGINES. FLOAT</b>  |      | <b>SUPERVISORS. LEADER'S GUIDE</b>    |      |
| <b>TYPE CARBURETOR REPAIR: AN</b>     |      | <b>AND CASSETTE.</b>                  |      |
| <b>INDIVIDUAL INSTRUCTION MANUAL.</b> |      | <b>SUPERVISORY TRAINING</b>           | 376  |
| <b>VT 100 466</b>                     | 377  | <b>VT 100 461</b>                     |      |
| <b>THE TEN-KEY ADDING MACHINE.</b>    |      | <b>SAFETY MANAGEMENT: SELF-STUDY</b>  |      |
| <b>STUDENT MANUAL.</b>                |      | <b>INSTRUCTIONAL UNIT. PHASE I:</b>   |      |
| <b>VT 100 470</b>                     | 378  | <b>SUPERVISORS' INSTITUTE.</b>        |      |
| <b>AIRPLANE FLIGHT INSTRUCTOR</b>     |      | <b>TEACHER ATTITUDES</b>              | 379  |
| <b>WRITTEN TEST GUIDE.</b>            |      | <b>VT 100 473</b>                     |      |
| <b>VT 100 477</b>                     | 380  | <b>THE TEACHER'S ROLE IN CAREER</b>   |      |
| <b>OCCUPATIONAL WORK EXPERIENCE.</b>  |      | <b>DEVELOPMENT.</b>                   |      |
| <b>(26 STUDENT HANDBOOKS AND 1</b>    |      | <b>TEACHER EDUCATION</b>              | 374  |
| <b>INSTRUCTOR'S MANUAL).</b>          |      | <b>VT 100 454</b>                     |      |
|                                       |      | <b>FIRE SIMULATOR INSTRUCTOR'S</b>    |      |
|                                       |      | <b>GUIDE.</b>                         |      |



## SUBJECT INDEX

|                                                                                                                                                                                              | PAGE | BEST COPY AVAILABLE                                                                                                                                                                                | PAGE |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 473<br>THE TEACHER'S ROLE IN CAREER<br>DEVELOPMENT.                                                                                                                                   | 379  | VT 100 428<br>A GUIDE FOR TEACHING<br>AGRICULTURAL RESOURCES.                                                                                                                                      | 367  |
| <u>TEACHER EDUCATION CURRICULUM</u>                                                                                                                                                          |      | VT 100 429<br>CURRICULUM BASED UNIT PLANS:<br>K-6. COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT.                                                                                          | 367  |
| VT 100 440<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. VI-1.<br>IN-SERVICE STRUCTURE OF<br>EDUCATION: DEVELOPMENT OF<br>PRACTICAL ARTS AND VOCATIONAL<br>EDUCATION. TENTATIVE DRAFT. | 370  | VT 100 430<br>CURRICULUM BASED UNIT PLANS:<br>7-9. COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT.                                                                                          | 367  |
| VT 100 441<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. I-1.<br>ORGANIZATION OF VOCATIONAL<br>EDUCATION IN DADE COUNTY<br>PUBLIC SCHOOLS. TENTATIVE<br>DRAFT.                         | 370  | VT 100 439<br>CURRICULUM GUIDE FOR OFFICE<br>PRACTICE.                                                                                                                                             | 370  |
| VT 100 442<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. I-2.<br>ORIENTATION: IN-SERVICE.<br>TENTATIVE DRAFT.                                                                          | 370  | VT 100 446<br>A GUIDE FOR TEACHING JUNIOR<br>HIGH POWER MECHANICS.                                                                                                                                 | 372  |
| VT 100 443<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. IV-3. EFFECTIVE<br>TEACHING PROCEDURES. TENTATIVE<br>DRAFT.                                                                   | 371  | VT 100 451<br>CURRICULUM GUIDE FOR OFFICE<br>OCCUPATIONS.                                                                                                                                          | 373  |
| <u>TEACHER INTERNS</u>                                                                                                                                                                       |      | VT 100 454<br>FIRE SIMULATOR INSTRUCTOR'S<br>GUIDE.                                                                                                                                                | 374  |
| VT 100 442<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. I-2.<br>ORIENTATION: IN-SERVICE.<br>TENTATIVE DRAFT.                                                                          | 370  | VT 100 464<br>HOSPITALITY EDUCATION PROGRAM.<br>FINAL REPORT.                                                                                                                                      | 376  |
| <u>TEACHER ROLE</u>                                                                                                                                                                          |      | VT 100 477<br>OCCUPATIONAL WORK EXPERIENCE.<br>(26 STUDENT HANDBOOKS AND 1<br>INSTRUCTOR'S MANUAL).                                                                                                | 380  |
| VT 100 473<br>THE TEACHER'S ROLE IN CAREER<br>DEVELOPMENT.                                                                                                                                   | 379  | VT 100 478<br>CAREER EDUCATION LESSONS:<br>MISCELLANEOUS MINI-UNITS FOR<br>GRADES K-6 DEVELOPED DURING<br>1972-73 SCHOOL YEAR.                                                                     | 380  |
| <u>TEACHING GUIDES</u>                                                                                                                                                                       |      | VT 100 483<br>A HUMAN RESOURCES CAREER<br>DEVELOPMENT MODEL FOR<br>PAWTUCKET, RHODE ISLAND, IN<br>CONJUNCTION WITH THE PAWTUCKET<br>MODEL CITIES AGENCY.<br>ELEMENTARY PROGRAM, BOOK<br>I-BOOK II. | 381  |
| VT 100 402<br>SURFACE GRINDER OPERATOR.<br>INSTRUCTOR'S GUIDE. PART OF<br>SINGLE-TOOL SKILLS PROGRAM<br>SERIES: MACHINE INDUSTRIES<br>OCCUPATIONS.                                           | 360  | VT 100 499<br>EXPLORING MY WORLD: CAREER<br>INSTRUCTIONAL UNIT 3, GRADE 1.                                                                                                                         | 385  |
| VT 100 414<br>A GUIDE FOR TEACHING FORESTRY.                                                                                                                                                 | 363  | VT 100 501<br>CAREER EDUCATION CURRICULUM<br>GUIDE.                                                                                                                                                | 386  |
| VT 100 423<br>A GUIDE FOR TEACHING<br>AGRICULTURAL<br>SUPPLIES/SERVICES.                                                                                                                     | 365  | VT 100 508<br>DUPLICATING EQUIPMENT.<br>TEACHER'S MANUAL.                                                                                                                                          | 388  |
| VT 100 424<br>A GUIDE FOR TEACHING<br>AGRICULTURAL PRODUCTION.                                                                                                                               | 365  | <u>TEACHING PROCEDURES</u>                                                                                                                                                                         |      |
| VT 100 425<br>A GUIDE FOR TEACHING BASIC<br>AGRICULTURE.                                                                                                                                     | 366  | VT 100 443<br>A VOCATIONAL TEACHER EDUCATION<br>MODULE. V. ED. IV-3. EFFECTIVE<br>TEACHING PROCEDURES. TENTATIVE<br>DRAFT.                                                                         | 371  |
| VT 100 426<br>A GUIDE FOR TEACHING<br>ORNAMENTAL HORTICULTURE.                                                                                                                               | 366  | <u>TEACHING TECHNIQUES</u>                                                                                                                                                                         |      |
| VT 100 427<br>A GUIDE FOR TEACHING<br>AGRICULTURAL MECHANICS.                                                                                                                                | 366  | VT 100 401<br>CURRICULUM GUIDE FOR CAREER<br>EDUCATION IN GRADES 11-12.                                                                                                                            | 360  |

BEST COPY AVAILABLE

SUBJECT INDEX

|                                | PAGE |                                       | PAGE |
|--------------------------------|------|---------------------------------------|------|
| <b>TECHNICAL EDUCATION</b>     |      | <b>TRADE AND INDUSTRIAL EDUCATION</b> |      |
| VT 100 470                     | 378  | VT 100 404                            | 360  |
| AIRPLANE FLIGHT INSTRUCTOR     |      | AUTO MECHANICS: BLOCKS I AND          |      |
| WRITTEN TEST GUIDE.            |      | II: INTRODUCTION AND                  |      |
| VT 100 497                     | 385  | ORIENTATION, AND BENCH SHOP           |      |
| PROPOSED CURRICULUM FOR TWO    |      | AND SAFETY.                           |      |
| YEAR ENVIRONMENTAL SCIENCE     |      | VT 100 405                            | 361  |
| TECHNOLOGY. FINAL REPORT.      |      | AUTO MECHANICS: BLOCK III:            |      |
| <b>TECHNOLOGY</b>              |      | CHASSIS.                              |      |
| VT 100 481                     | 381  | VT 100 406                            | 361  |
| A PROPOSED CURRICULUM IN       |      | AUTO MECHANICS: BLOCK IV:             |      |
| TECHNOLOGY: THE "WORLD OF      |      | ENGINES.                              |      |
| WORK" AND CAREERS. UNDATED     |      | VT 100 407                            | 361  |
| WORKING PAPER.                 |      | AUTO MECHANICS: BLOCK V: FUEL         |      |
| <b>TEN KEY ADDING MACHINES</b> |      | SYSTEMS.                              |      |
| VT 100 466                     | 377  | VT 100 408                            | 361  |
| THE TEN-KEY ADDING MACHINE.    |      | AUTO MECHANICS: BLOCK VI:             |      |
| STUDENT MANUAL.                |      | ELECTRICAL SYSTEMS.                   |      |
| VT 100 469                     | 378  | VT 100 409                            | 362  |
| THE TEN-KEY ADDING MACHINE.    |      | AUTO MECHANICS: BLOCK VII:            |      |
| TEACHER'S MANUAL.              |      | TUNE-UP AND TROUBLE SHOOTING.         |      |
| <b>TEST RESULTS</b>            |      | VT 100 410                            | 362  |
| VT 100 496                     | 384  | AUTO MECHANICS: BLOCK VIII:           |      |
| USING THE RESULTS OF THE TRADE |      | HEATING AND AIR CONDITIONING.         |      |
| AND INDUSTRIAL EDUCATION       |      | VT 100 438                            | 369  |
| ACHIEVEMENT TEST PROGRAM.      |      | JOB CORPS TRAINING STANDARD           |      |
| <b>TESTING</b>                 |      | FOR SMALL GAS ENGINE REPAIR,          |      |
| VT 100 496                     | 384  | D.O.T. CODE 625.281.                  |      |
| USING THE RESULTS OF THE TRADE |      | VT 100 458                            | 375  |
| AND INDUSTRIAL EDUCATION       |      | SMALL GASOLINE ENGINES. FLOAT         |      |
| ACHIEVEMENT TEST PROGRAM.      |      | TYPE CARBURETOR REPAIR: AN            |      |
| VT 100 498                     | 385  | INDIVIDUAL INSTRUCTION MANUAL.        |      |
| GUIDE FOR ADMINISTERING CAREER |      | VT 100 459                            | 375  |
| EDUCATION TESTS K-9.           |      | OPERATING THE KNUCKLE-BOOM            |      |
| <b>TESTING PROGRAMS</b>        |      | LOADER. A STUDENT TRAINING            |      |
| VT 100 496                     | 384  | MANUAL AND INSTRUCTOR'S GUIDE.        |      |
| USING THE RESULTS OF THE TRADE |      | VT 100 460                            | 375  |
| AND INDUSTRIAL EDUCATION       |      | MASONRY.                              |      |
| ACHIEVEMENT TEST PROGRAM.      |      | VT 100 509                            | 386  |
| <b>TESTS</b>                   |      | CURRICULUM GUIDE FOR BUILDING         |      |
| VT 100 447                     | 372  | CONSTRUCTION.                         |      |
| CAREER EDUCATION               |      | VT 100 513                            | 389  |
| QUESTIONNAIRE: GRADES 4-6.     |      | RECOMMENDATIONS FOR TEACHING          |      |
| VT 100 448                     | 372  | WELDING: SETTING UP TRAINING          |      |
| CAREER EDUCATION               |      | PROGRAMS AND SHOPS.                   |      |
| QUESTIONNAIRE. GRADE K-3: FORM |      | <b>TRAFFIC SAFETY</b>                 |      |
| A.                             |      | VT 100 421                            | 365  |
| VT 100 498                     | 385  | HIGH SCHOOL DRIVER AND TRAFFIC        |      |
| GUIDE FOR ADMINISTERING CAREER |      | SAFETY EDUCATION IN THE STATE         |      |
| EDUCATION TESTS K-9.           |      | OF ARIZONA. ADMINISTRATIVE            |      |
| VT 100 506                     | 387  | RESOURCE GUIDE.                       |      |
| WORD PUZZLES FOR D.E.          |      | VT 100 431                            | 367  |
| (DISTRIBUTIVE EDUCATION).      |      | OPERATION SAFETY: A                   |      |
| <b>TEXTBOOKS</b>               |      | MULTI-VEHICLE LABORATORY              |      |
| VT 100 511                     | 388  | CONTINUOUS PROGRESS PROGRAM           |      |
| WORK EXPERIENCE SURVIVAL KIT:  |      | FOR TRAFFIC EDUCATION.                |      |
| THE BOOK NO WORK EXPERIENCE    |      | <b>TRAINEES</b>                       |      |
| EDUCATION STUDENT SHOULD BE    |      | VT 100 420                            | 364  |
| WITHOUT.                       |      | FLOOR COVERING WORKBOOK: PART         |      |
|                                |      | 2: CARPETING.                         |      |

## SUBJECT INDEX

BEST COPY AVAILABLE

|                                        | PAGE |                                      | PAGE |
|----------------------------------------|------|--------------------------------------|------|
| <b>TRAINING LABORATORIES</b>           |      | <b>VOCATIONAL EDUCATION</b>          |      |
| VT 100 435                             | 369  | VT 100 401                           | 360  |
| AGRICULTURAL MECHANICS                 |      | CURRICULUM GUIDE FOR CAREER          |      |
| INSTRUCTION IN SECONDARY               |      | EDUCATION IN GRADES 11-12.           |      |
| SCHOOLS IN MISSISSIPPI. THE            |      | VT 100 440                           | 370  |
| LABORATORY-WORK AREA APPROACH.         |      | A VOCATIONAL TEACHER EDUCATION       |      |
|                                        |      | MODULE. V. ED. VI-1.                 |      |
| <b>TULSA PUBLIC SCHOOLS</b>            |      | IN-SERVICE STRUCTURE OF              |      |
| VT 100 449                             | 372  | EDUCATION: DEVELOPMENT OF            |      |
| A CAREER ORIENTATION AND               |      | PRACTICAL ARTS AND VOCATIONAL        |      |
| EXPLORATION GUIDE FOR TEACHERS         |      | EDUCATION. TENTATIVE DRAFT.          |      |
| OF PRACTICAL ARTS SUBJECTS:            |      | VT 100 441                           | 370  |
| INDUSTRIAL ARTS, HOMEMAKING,           |      | A VOCATIONAL TEACHER EDUCATION       |      |
| BUSINESS EDUCATION,                    |      | MODULE. V. ED. I-1.                  |      |
| MIDDLE/JUNIOR HIGH SCHOOL. A           |      | ORGANIZATION OF VOCATIONAL           |      |
| UNIT IN CAREER EDUCATION.              |      | EDUCATION IN DADE COUNTY             |      |
|                                        |      | PUBLIC SCHOOLS. TENTATIVE            |      |
| <b>UNITS OF STUDY (SUBJECT FIELDS)</b> |      | DRAFT.                               |      |
| VT 100 429                             | 367  | VT 100 464                           | 376  |
| CURRICULUM BASED UNIT PLANS:           |      | HOSPITALITY EDUCATION PROGRAM.       |      |
| K-6. COMPREHENSIVE CAREER              |      | FINAL REPORT.                        |      |
| EDUCATION DEVELOPMENT PROJECT.         |      | VT 100 471                           | 378  |
| VT 100 430                             | 367  | CURRICULUM GUIDE FOR                 |      |
| CURRICULUM BASED UNIT PLANS:           |      | OCCUPATIONAL HOME ECONOMICS,         |      |
| 7-9. COMPREHENSIVE CAREER              |      | FOOD SERVICE OCCUPATIONS. PART       |      |
| EDUCATION DEVELOPMENT PROJECT.         |      | II: BASIC FOOD PREPARATION.          |      |
|                                        |      | FIELD TEST.                          |      |
| <b>UTAH</b>                            |      | VT 100 482                           | 381  |
| VT 100 462                             | 376  | HANDBOOK FOR VOCATIONAL              |      |
| DIRECTORY OF BUSINESS AND              |      | TEACHER-COORDINATORS OF              |      |
| INDUSTRIAL ORIENTATION                 |      | BUSINESS AND OFFICE EDUCATION.       |      |
| SITES/CONSULTANTS.                     |      | VT 100 505                           | 387  |
|                                        |      | LAW ENFORCEMENT CURRICULUM.          |      |
| <b>VEHICULAR TRAFFIC</b>               |      | STATE OF WASHINGTON.                 |      |
| VT 100 431                             | 367  | VT 100 509                           | 388  |
| OPERATION SAFETY: A                    |      | CURRICULUM GUIDE FOR BUILDING        |      |
| MULTI-VEHICLE LABORATORY               |      | CONSTRUCTION.                        |      |
| CONTINUOUS PROGRESS PROGRAM            |      |                                      |      |
| FOR TRAFFIC EDUCATION.                 |      | <b>VOCATIONAL EDUCATION TEACHERS</b> |      |
|                                        |      | VT 100 442                           | 370  |
| <b>VOCATIONAL ADJUSTMENT</b>           |      | A VOCATIONAL TEACHER EDUCATION       |      |
| VT 100 477                             | 380  | MODULE. V. ED. I-2.                  |      |
| OCCUPATIONAL WORK EXPERIENCE.          |      | ORIENTATION: IN-SERVICE.             |      |
| (26 STUDENT HANDBOOKS AND 1            |      | TENTATIVE DRAFT.                     |      |
| INSTRUCTOR'S MANUAL).                  |      | VT 100 443                           | 371  |
|                                        |      | A VOCATIONAL TEACHER EDUCATION       |      |
| <b>VOCATIONAL AGRICULTURE</b>          |      | MODULE. V. ED. IV-3. EFFECTIVE       |      |
| VT 100 435                             | 369  | TEACHING PROCEDURES. TENTATIVE       |      |
| AGRICULTURAL MECHANICS                 |      | DRAFT.                               |      |
| INSTRUCTION IN SECONDARY               |      |                                      |      |
| SCHOOLS IN MISSISSIPPI. THE            |      | <b>WELDING</b>                       |      |
| LABORATORY-WORK AREA APPROACH.         |      | VT 100 513                           | 389  |
|                                        |      | RECOMMENDATIONS FOR TEACHING         |      |
| <b>VOCATIONAL DEVELOPMENT</b>          |      | WELDING: SETTING UP TRAINING         |      |
| VT 100 473                             | 379  | PROGRAMS AND SHOPS.                  |      |
| THE TEACHER'S ROLE IN CAREER           |      |                                      |      |
| DEVELOPMENT.                           |      | <b>WILDLIFE MANAGEMENT</b>           |      |
| VT 100 475                             | 379  | VT 100 428                           | 367  |
| EVALUATION FOR BROADENING              |      | A GUIDE FOR TEACHING                 |      |
| ELEMENTARY VOCATIONAL                  |      | AGRICULTURAL RESOURCES.              |      |
| CONCEPTS.                              |      |                                      |      |
| VT 100 481                             | 381  | <b>WORK EXPERIENCE PROGRAMS</b>      |      |
| A PROPOSED CURRICULUM IN               |      | VT 100 450                           | 373  |
| TECHNOLOGY: THE "WORLD OF              |      | DIVERSIFIED OCCUPATIONS              |      |
| WORK" AND CAREERS. UNDATED             |      | COORDINATOR'S HANDBOOK.              |      |
| WORKING PAPER.                         |      |                                      |      |



## SUBJECT INDEX

|                                                                                                                       | PAGE |
|-----------------------------------------------------------------------------------------------------------------------|------|
| VT 100 477<br>OCCUPATIONAL WORK EXPERIENCE.<br>(26 STUDENT HANDBOOKS AND 1<br>INSTRUCTOR'S MANUAL).                   | 380  |
| VT 100 511<br>WORK EXPERIENCE SURVIVAL KIT:<br>THE BOOK NO WORK EXPERIENCE<br>EDUCATION STUDENT SHOULD BE<br>WITHOUT. | 388  |
| <b>WORKBOOKS</b>                                                                                                      |      |
| VT 100 411<br>MACHINE SHOP WORKBOOK. PART I.                                                                          | 362  |
| VT 100 412<br>AUTO MECHANICS WORKBOOK. PART<br>I.                                                                     | 362  |
| VT 100 413<br>MEATCUTTING WORKBOOK: PART I.                                                                           | 363  |
| VT 100 420<br>FLOOR COVERING WORKBOOK: PART<br>2: CARPETING.                                                          | 364  |
| <b>WORLD OF WORK</b>                                                                                                  |      |
| VT 100 447<br>CAREER EDUCATION<br>QUESTIONNAIRE: GRADES 4-6.                                                          | 372  |

BEST COPY AVAILABLE

PAGE

## INSTRUCTIONAL MATERIALS AUTHOR INDEX

This index lists documents under the name(s) of their author(s). The index is arranged in alphabetical order by the person's last name and/or the institution's full name.

As shown in the example below, the page on which the document abstract appears is displayed above the title.

AMHERST REGIONAL HIGH SCHOOL, MASS.

VT 100 096

24

ADVANCED CHILD STUDY: COURSE OF  
STUDY.

VT 100 097

25

CHILD STUDY: A HOME ECONOMICS  
RELATED OCCUPATIONAL COURSE. PHASE  
3,4,5.

ARIZONA STATE DEPT. OF VOCATIONAL  
EDUCATION, PHOENIX.

VT 100 006

2

POWER TECHNOLOGY: A CURRICULUM  
GUIDE FOR INDUSTRIAL ARTS.

## AUTHOR INDEX

BEST COPY AVAILABLE

|                                                                                                                  | PAGE |                                                                                                                                      | PAGE |
|------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------------------------------------------------------------------------------------------|------|
| ADAM, PETER<br>VT 100 403                                                                                        | 360  | CALIFORNIA STATE DEPT. OF<br>EDUCATION, SACRAMENTO, BUREAU<br>OF INDUSTRIAL EDUCATION.                                               |      |
| CAREER EDUCATION:<br>KINDERGARTEN AWARENESS. ROLE<br>PLAYING IN PRIMARY CITY.                                    |      | VT 100 411                                                                                                                           | 362  |
| AGRICULTURAL RESEARCH SERVICE<br>(FOAL), WASHINGTON, D.C.                                                        |      | MACHINE SHOP WORKBOOK. PART I.                                                                                                       | 362  |
| VT 100 474                                                                                                       | 379  | VT 100 412                                                                                                                           | 363  |
| HELPING FAMILIES MANAGE THEIR<br>FINANCES.                                                                       |      | AUTO MECHANICS WORKBOOK. PART I.                                                                                                     | 363  |
| AMERICAN HOME ECONOMICS<br>ASSOCIATION, WASHINGTON, D.C.                                                         |      | VT 100 413                                                                                                                           | 364  |
| VT 100 479                                                                                                       | 380  | MEATCUTTING WORKBOOK: PART I.                                                                                                        | 364  |
| A GUIDE FOR EVALUATING<br>CONSUMER EDUCATION PROGRAMS<br>AND MATERIALS.                                          |      | VT 100 420                                                                                                                           |      |
| ARIZONA STATE DEPT. OF<br>EDUCATION, PHOENIX.                                                                    |      | FLOOR COVERING WORKBOOK: PART<br>2: CARPETING.                                                                                       |      |
| VT 100 421                                                                                                       | 365  | CAMERON, CLIVE A.                                                                                                                    | 389  |
| HIGH SCHOOL DRIVER AND<br>TRAFFIC SAFETY EDUCATION IN<br>THE STATE OF ARIZONA.<br>ADMINISTRATIVE RESOURCE GUIDE. |      | VT 100 512                                                                                                                           |      |
| AULD, WARREN J.                                                                                                  |      | GOING METRIC WITH THE UNITED<br>STATES PRINTING INDUSTRY.                                                                            |      |
| VT 100 413                                                                                                       | 363  | CHAPMAN, ELWOOD N.                                                                                                                   | 388  |
| MEATCUTTING WORKBOOK: PART I.                                                                                    |      | VT 100 511                                                                                                                           |      |
| BAGGETT, GUY                                                                                                     |      | WORK EXPERIENCE SURVIVAL KIT:<br>THE BOOK NO WORK EXPERIENCE<br>EDUCATION STUDENT SHOULD BE<br>WITHOUT.                              |      |
| VT 100 500                                                                                                       | 385  | CHICAGO BOARD OF EDUCATION,<br>ILL.                                                                                                  |      |
| ADVERTISING PAYS.                                                                                                |      | VT 100 439                                                                                                                           | 370  |
| BARBER, ROBERT W.                                                                                                |      | CURRICULUM GUIDE FOR OFFICE<br>PRACTICE.                                                                                             |      |
| VT 100 460                                                                                                       | 375  | VT 100 471                                                                                                                           | 378  |
| MASONRY.                                                                                                         |      | CURRICULUM GUIDE FOR<br>OCCUPATIONAL HOME ECONOMICS,<br>FOOD SERVICE OCCUPATIONS.<br>PART II: BASIC FOOD<br>PREPARATION. FIELD TEST. |      |
| BEASLEY, GARY E.                                                                                                 |      | VT 100 472                                                                                                                           | 378  |
| VT 100 504                                                                                                       | 386  | CURRICULUM GUIDE FOR HOME<br>ECONOMICS CHILD CARE AND<br>DEVELOPMENT, GRADES 11 AND<br>12. FIELD TEST.                               |      |
| BASIC MATHEMATICS AND<br>MEASUREMENT FOR LUMBER<br>INDUSTRIES.                                                   |      | VT 100 495                                                                                                                           | 384  |
| BENNER, SANDY                                                                                                    |      | CURRICULUM GUIDE FOR<br>OCCUPATIONAL HOME ECONOMICS:<br>FOOD HOSTESS AND WAITRESS.<br>FIELD TEST.                                    |      |
| VT 100 507                                                                                                       | 387  | CLEMSON UNIV., S.C. VOCATIONAL<br>EDUCATION MEDIA CENTER.                                                                            |      |
| DEPARTMENT STORE PROBLEMS. AN<br>IN-BASKET SIMULATION.                                                           |      | VT 100 450                                                                                                                           | 373  |
| BROWN, RONALD A.                                                                                                 |      | DIVERSIFIED OCCUPATIONS<br>COORDINATOR'S HANDBOOK.                                                                                   |      |
| VT 100 426                                                                                                       | 366  | VT 100 451                                                                                                                           | 373  |
| A GUIDE FOR TEACHING<br>ORNAMENTAL HORTICULTURE.                                                                 |      | CURRICULUM GUIDE FOR OFFICE<br>OCCUPATIONS.                                                                                          |      |
| VT 100 427                                                                                                       | 366  | VT 100 452                                                                                                                           | 373  |
| A GUIDE FOR TEACHING<br>AGRICULTURAL MECHANICS.                                                                  |      | MERCHANDISING FOR PROFIT:<br>EFFECTIVE BUYING AND SELLING<br>PRACTICES. A CURRICULUM GUIDE.                                          |      |
| BURNS, RICHARD R.                                                                                                |      | VT 100 458                                                                                                                           | 375  |
| VT 100 401                                                                                                       | 360  | SMALL GASOLINE ENGINES. FLOAT<br>TYPE CARBURETOR REPAIR: AN<br>INDIVIDUAL INSTRUCTION MANUAL.                                        |      |
| CURRICULUM GUIDE FOR CAREER<br>EDUCATION IN GRADES 11-12.                                                        |      |                                                                                                                                      |      |



|                                            | PAGE |                                            | PAGE |
|--------------------------------------------|------|--------------------------------------------|------|
| VT 100 459                                 | 375  | <del>DISTRIBUTIVE EDUCATION</del>          |      |
| OPERATING THE KNUCKLE-BOOM                 |      | <del>MATERIALS LABORATORY, COLUMBUS,</del> |      |
| LOADER. A STUDENT TRAINING                 |      | <del>OHIO.</del>                           |      |
| MANUAL AND INSTRUCTOR'S GUIDE.             |      | VT 100 502                                 | 386  |
| VT 100 466                                 | 377  | COMMUNICATIONS FOR                         |      |
| THE TEN-KEY ADDING MACHINE.                |      | SUPERVISORS. LEADER'S GUIDE                |      |
| STUDENT MANUAL.                            |      | AND CASSETTE.                              |      |
| VT 100 467                                 | 377  | VT 100 506                                 | 387  |
| THE FULL-KEYBOARD ADDING                   |      | WORD PUZZLES FOR D.F.                      |      |
| MACHINE. STUDENT MANUAL.                   |      | (DISTRIBUTIVE EDUCATION).                  |      |
| VT 100 468                                 | 377  | <del>DIXON, EMERY H., ED.</del>            |      |
| THE FULL-KEYBOARD ADDING                   |      | <del>VT 100 513</del>                      |      |
| MACHINE. TEACHER'S MANUAL.                 |      | RECOMMENDATIONS FOR TEACHING               | 389  |
| VT 100 469                                 | 378  | WELDING: SETTING UP TRAINING               |      |
| THE TEN-KEY ADDING MACHINE.                |      | PROGRAMS AND SHOPS.                        |      |
| TEACHER'S MANUAL.                          |      | <del>DURKIN, JAMES</del>                   |      |
| <del>CLEVELAND HEIGHTS HIGH SCHOOL,</del>  |      | <del>VT 100 480</del>                      |      |
| <del>OHIO.</del>                           |      | AN APPROACH TO PROPOSED                    | 381  |
| VT 100 502                                 | 386  | CURRICULUM REVISION OF                     |      |
| COMMUNICATIONS FOR                         |      | INDUSTRIAL ARTS PROGRAMS AT                |      |
| SUPERVISORS. LEADER'S GUIDE                |      | THE SECONDARY LEVEL.                       |      |
| AND CASSETTE.                              |      | <del>EICHELBERGER, A.E.</del>              |      |
| <del>DADE COUNTY PUBLIC SCHOOLS,</del>     |      | <del>VT 100 415</del>                      |      |
| <del>MIAMI, FLA. DIV. OF VOCATIONAL,</del> |      | A GUIDE FOR PLANNING                       | 363  |
| <del>TECHNICAL AND ADULT EDUCATION.</del>  |      | INSTRUCTION FOR ADULTS IN                  |      |
| VT 100 440                                 | 370  | AGRICULTURAL EDUCATION.                    |      |
| A VOCATIONAL TEACHER                       |      | VT 100 416                                 | 363  |
| EDUCATION MODULE. V. ED. VI-               |      | A GUIDE FOR PLANNING PROGRAMS              |      |
| 1. IN-SERVICE STRUCTURE OF                 |      | IN AGRICULTURAL EDUCATION.                 |      |
| EDUCATION: DEVELOPMENT OF                  |      | <del>EL CAMINO COLL., TORRANCE,</del>      |      |
| PRACTICAL ARTS AND VOCATIONAL              |      | <del>CALIF.</del>                          |      |
| EDUCATION. TENTATIVE DRAFT.                |      | VT 100 463                                 | 376  |
| VT 100 441                                 | 370  | GOVERNMENTAL MANAGEMENT: A                 |      |
| A VOCATIONAL TEACHER                       |      | SUGGESTED ASSOCIATE DEGREE                 |      |
| EDUCATION MODULE. V. ED. I-1.              |      | CURRICULUM.                                |      |
| ORGANIZATION OF VOCATIONAL                 |      | <del>ELIZABETH PUBLIC SCHOOLS, N.J.</del>  |      |
| EDUCATION IN DADE COUNTY                   |      | <del>VT 100 436</del>                      |      |
| PUBLIC SCHOOLS. TENTATIVE                  |      | HOMEMAKING: GETTING IT                     | 369  |
| DRAFT.                                     |      | TOGETHER. HOME ECONOMICS,                  |      |
| VT 100 442                                 | 370  | LEVEL II.                                  |      |
| A VOCATIONAL TEACHER                       |      | VT 100 437                                 | 369  |
| EDUCATION MODULE. V. ED. I-2.              |      | HOMEMAKING: GETTING IT                     |      |
| ORIENTATION: IN-SERVICE.                   |      | TOGETHER. HOME ECONOMICS,                  |      |
| TENTATIVE DRAFT.                           |      | LEVEL I.                                   |      |
| VT 100 443                                 | 371  | <del>ELLIS, OWEN H.</del>                  |      |
| A VOCATIONAL TEACHER                       |      | <del>VT 100 452</del>                      |      |
| EDUCATION MODULE. V. ED. IV-               |      | MERCHANDISING FOR PROFIT:                  | 373  |
| 3. EFFECTIVE TEACHING                      |      | EFFECTIVE BUYING AND SELLING               |      |
| PROCEDURES. TENTATIVE DRAFT.               |      | PRACTICES. A CURRICULUM GUIDE.             |      |
| <del>DEPARTMENT OF AGRICULTURE,</del>      |      | <del>ERICKSON, WILBUR A.</del>             |      |
| <del>WASHINGTON, D.C. AGRICULTURAL</del>   |      | <del>VT 100 411</del>                      |      |
| <del>MARKETING SERVICE.</del>              |      | MACHINE SHOP WORKBOOK. PART I.             | 362  |
| VT 100 453                                 | 373  | <del>EVERHARDT, RICHARD M.</del>           |      |
| HOW TO BUY FOOD: LESSON AIDS               |      | <del>VT 100 506</del>                      |      |
| FOR TEACHERS.                              |      | WORD PUZZLES FOR D.F.                      | 387  |
|                                            |      | (DISTRIBUTIVE EDUCATION).                  |      |

## AUTHOR INDEX

|                                                                                                                                      | PAGE |                                                                                                                                     | PAGE |
|--------------------------------------------------------------------------------------------------------------------------------------|------|-------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>FEDERAL AVIATION ADMINISTRATION-</u><br><u>INDIANAPOLIS, WASHINGTON, D.C. FLIGHT</u><br><u>STANDARDS SERVICE.</u>                 |      | <u>ILLINOIS UNIV., URBANA.</u>                                                                                                      |      |
| VT 100 470                                                                                                                           | 378  | VT 100 514                                                                                                                          | 389  |
| AIRPLANE FLIGHT INSTRUCTOR<br>WRITTEN TEST GUIDE.                                                                                    |      | THE ARTS, CULTURAL SERVICES,<br>AND CAREER EDUCATION: SPECIAL<br>ISSUE, THE JOURNAL OF<br>AESTHETIC EDUCATION, VOL. 7,<br>NUMBER 4. |      |
| <u>FOREST SERVICE (DOA).</u><br><u>WASHINGTON, D.C.</u>                                                                              |      | <u>INDIANA STATE DEPT. OF PUBLIC</u><br><u>INSTRUCTION, INDIANAPOLIS.</u>                                                           |      |
| VT 100 454                                                                                                                           | 374  | VT 100 501                                                                                                                          | 386  |
| FIRE SIMULATOR INSTRUCTOR'S<br>GUIDE.                                                                                                |      | CAREER EDUCATION CURRICULUM<br>GUIDE.                                                                                               |      |
| <u>GARRISON, DOROTHY D.</u>                                                                                                          |      | <u>INDIANAPOLIS PUBLIC SCHOOLS.</u>                                                                                                 |      |
| VT 100 508                                                                                                                           | 388  | IND.                                                                                                                                |      |
| DUPLICATING EQUIPMENT.<br>TEACHER'S MANUAL.                                                                                          |      | VT 100 444                                                                                                                          | 371  |
| <u>GOATES, WAYNE A.</u>                                                                                                              |      | COMPREHENSIVE VOCATIONAL<br>GUIDANCE PROGRAM FOR MODEL<br>CITIES. PARTS I AND II. FINAL<br>REPORT.                                  |      |
| VT 100 462                                                                                                                           | 376  | <u>INTERNATIONAL HARVESTER CO.,</u><br><u>CHICAGO, ILL.</u>                                                                         |      |
| DIRECTORY OF BUSINESS AND<br>INDUSTRIAL ORIENTATION<br>SITES/CONSULTANTS.                                                            |      | VT 100 417                                                                                                                          | 364  |
| <u>GOULD, E. NOAH, ED.</u>                                                                                                           |      | FARM EQUIPMENT SAFETY<br>TEACHING KIT.                                                                                              |      |
| VT 100 402                                                                                                                           | 360  | <u>IOWA STATE DEPT. OF PUBLIC</u><br><u>INSTRUCTION, DES MOINES, DIV.</u><br><u>OF CAREER EDUCATION.</u>                            |      |
| SURFACE GRINDER OPERATOR.<br>INSTRUCTOR'S GUIDE. PART OF<br>SINGLE-TOOL SKILLS PROGRAM<br>SERIES: MACHINE INDUSTRIES<br>OCCUPATIONS. |      | VT 100 403                                                                                                                          | 360  |
| <u>GOULD, GRACE THERESA</u>                                                                                                          |      | CAREER EDUCATION:<br>KINDERGARTEN AWARENESS. ROLE<br>PLAYING IN PRIMARY CITY.                                                       |      |
| VT 100 445                                                                                                                           | 371  | <u>IOWA UNIV., IOWA CITY, DIV. OF</u><br><u>HEALTH AFFAIRS.</u>                                                                     |      |
| PEDIATRIC ASSISTANT: A<br>PROGRAM DEVELOPMENT GUIDE.                                                                                 |      | VT 100 445                                                                                                                          | 371  |
| <u>GREEN, KATHERINE S.</u>                                                                                                           |      | PEDIATRIC ASSISTANT: A<br>PROGRAM DEVELOPMENT GUIDE.                                                                                |      |
| VT 100 482                                                                                                                           | 381  | <u>JACKSON COUNTY REORGANIZED</u><br><u>SCHOOL DISTRICT 7, LEES</u><br><u>SUMMIT, MO.</u>                                           |      |
| HANDBOOK FOR VOCATIONAL<br>TEACHER-COORDINATORS OF<br>BUSINESS AND OFFICE EDUCATION.                                                 |      | VT 100 475                                                                                                                          | 379  |
| <u>GUARINO, SAM</u>                                                                                                                  |      | EVALUATION FOR BROADENING<br>ELEMENTARY VOCATIONAL<br>CONCEPTS.                                                                     |      |
| VT 100 502                                                                                                                           | 386  | <u>JAMESON, ANNE H.</u>                                                                                                             |      |
| COMMUNICATIONS FOR<br>SUPERVISORS. LEADER'S GUIDE<br>AND CASSETTE.                                                                   |      | VT 100 466                                                                                                                          | 377  |
| <u>HIGHLINE COMMUNITY COLLEGE,</u><br><u>SEATTLE, WASH.</u>                                                                          |      | THE TEN-KEY ADDING MACHINE.<br>STUDENT MANUAL.                                                                                      |      |
| VT 100 505                                                                                                                           | 387  | VT 100 467                                                                                                                          | 377  |
| LAW ENFORCEMENT CURRICULUM.<br>STATE OF WASHINGTON.                                                                                  |      | THE FULL-KEYBOARD ADDING<br>MACHINE. STUDENT MANUAL.                                                                                |      |
| <u>HOBART SCHOOL OF WELDING</u><br><u>TECHNOLOGY, TROY, OHIO.</u>                                                                    |      | VT 100 468                                                                                                                          | 377  |
| VT 100 513                                                                                                                           | 389  | THE FULL-KEYBOARD ADDING<br>MACHINE. TEACHER'S MANUAL.                                                                              |      |
| RECOMMENDATIONS FOR TEACHING<br>WELDING: SETTING UP TRAINING<br>PROGRAMS AND SHOPS.                                                  |      | VT 100 469                                                                                                                          | 378  |
|                                                                                                                                      |      | THE TEN-KEY ADDING MACHINE.<br>TEACHER'S MANUAL.                                                                                    |      |

COPY AVAILABLE

BEST COPY AVAILABLE

AUTHOR INDEX

|                                                                               | PAGE |                                                                                                            | PAGE |
|-------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------|------|
| <del>JEFFERSON HIGH SCHOOL, DELPHOS, OHIO.</del>                              |      | <del>MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL.</del>                                                   |      |
| VT 100 506                                                                    | 387  | VT 100 473                                                                                                 | 379  |
| WORD PUZZLES FOR D.E. (DISTRIBUTIVE EDUCATION).                               |      | THE TEACHER'S ROLE IN CAREER DEVELOPMENT.                                                                  |      |
| JONES, ALICE HANSON                                                           |      | MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON, DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.                 |      |
| VT 100 474                                                                    | 379  | VT 100 414                                                                                                 | 363  |
| HELPING FAMILIES MANAGE THEIR FINANCES.                                       |      | A GUIDE FOR TEACHING FORESTRY.                                                                             | 363  |
| LEE, JASPER S.                                                                |      | VT 100 415                                                                                                 | 363  |
| VT 100 423                                                                    | 365  | A GUIDE FOR PLANNING INSTRUCTION FOR ADULTS IN AGRICULTURAL EDUCATION.                                     |      |
| A GUIDE FOR TEACHING AGRICULTURAL SUPPLIES/SERVICES.                          |      | VT 100 416                                                                                                 | 363  |
| LEE, JASPER S., COMP.                                                         |      | A GUIDE FOR PLANNING PROGRAMS IN AGRICULTURAL EDUCATION.                                                   | 365  |
| VT 100 465                                                                    | 377  | VT 100 423                                                                                                 | 365  |
| SOUTH CAROLINA CAREER EDUCATION CURRICULUM MATERIALS.                         |      | A GUIDE FOR TEACHING AGRICULTURAL SUPPLIES/SERVICES.                                                       |      |
| LINN-MAR COMMUNITY SCHOOL DISTRICT, MAPION, IA.                               |      | VT 100 424                                                                                                 | 365  |
| VT 100 403                                                                    | 360  | A GUIDE FOR TEACHING AGRICULTURAL PRODUCTION.                                                              |      |
| CAREER EDUCATION: KINDERGARTEN AWARENESS. ROLE PLAYING IN PRIMARY CITY.       |      | VT 100 425                                                                                                 | 366  |
| LUCHT, LINDA LOU, ED.                                                         |      | A GUIDE FOR TEACHING BASIC AGRICULTURE.                                                                    | 366  |
| VT 100 479                                                                    | 380  | VT 100 426                                                                                                 | 366  |
| A GUIDE FOR EVALUATING CONSUMER EDUCATION PROGRAMS AND MATERIALS.             |      | A GUIDE FOR TEACHING ORNAMENTAL HORTICULTURE.                                                              |      |
| MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. JCB CORPS.                    |      | VT 100 427                                                                                                 | 366  |
| VT 100 438                                                                    | 369  | A GUIDE FOR TEACHING AGRICULTURAL MECHANICS.                                                               |      |
| JOB CORPS TRAINING STANDARD FOR SMALL GAS ENGINE REPAIR, D.O.T. CODE 625.281. |      | VT 100 428                                                                                                 | 367  |
| MENCONI, JOSEPH W.                                                            |      | A GUIDE FOR TEACHING AGRICULTURAL RESOURCES.                                                               | 369  |
| VT 100 412                                                                    | 362  | VT 100 435                                                                                                 | 369  |
| AUTO MECHANICS WORKBOOK. PART I.                                              |      | AGRICULTURAL MECHANICS INSTRUCTION IN SECONDARY SCHOOLS IN MISSISSIPPI. THE LABORATORY-WORK AREA APPROACH. |      |
| MINNESOTA RESEARCH COORDINATING UNIT IN OCCUPATIONAL EDUCATION, MINNEAPOLIS.  |      | VT 100 465                                                                                                 | 377  |
| VT 100 447                                                                    | 372  | SOUTH CAROLINA CAREER EDUCATION CURRICULUM MATERIALS.                                                      |      |
| CAREER EDUCATION QUESTIONNAIRE: GRADES 4-6.                                   |      | MISSISSIPPI STATE UNIV., STATE COLLEGE, CURRICULUM COORDINATING UNIT.                                      |      |
| VT 100 448                                                                    | 372  | VT 100 414                                                                                                 | 363  |
| CAREER EDUCATION QUESTIONNAIRE. GRADE K-3: FORM A.                            |      | A GUIDE FOR TEACHING FORESTRY.                                                                             | 363  |
| VT 100 498                                                                    | 385  | VT 100 415                                                                                                 | 363  |
| GUIDE FOR ADMINISTERING CAREER EDUCATION TESTS K-9.                           |      | A GUIDE FOR PLANNING INSTRUCTION FOR ADULTS IN AGRICULTURAL EDUCATION.                                     |      |
|                                                                               |      | VT 100 416                                                                                                 | 363  |
|                                                                               |      | A GUIDE FOR PLANNING PROGRAMS IN AGRICULTURAL EDUCATION.                                                   | 365  |
|                                                                               |      | VT 100 423                                                                                                 | 365  |
|                                                                               |      | A GUIDE FOR TEACHING AGRICULTURAL SUPPLIES/SERVICES.                                                       |      |



|                                           | PAGE |                                            | PAGE |
|-------------------------------------------|------|--------------------------------------------|------|
| VT 100 424                                | 365  | <del>NATCHITOCHE CENTRAL HIGH</del>        |      |
| A GUIDE FOR TEACHING                      |      | <del>SCHOOL, LA.</del>                     |      |
| AGRICULTURAL PRODUCTION.                  |      | VT 100 476                                 | 380  |
| VT 100 425                                | 366  | MACHINES. UNIT III: FORCE AND              |      |
| A GUIDE FOR TEACHING BASIC                |      | MOTION. LEVEL: NINE. LESSON                |      |
| AGRICULTURE.                              |      | I: INDIVIDUAL STUDY GUIDE FOR              |      |
| VT 100 426                                | 366  | STUDENT.                                   |      |
| A GUIDE FOR TEACHING                      |      |                                            |      |
| ORNAMENTAL HORTICULTURE.                  |      | <del>NATIONAL VOCATIONAL GUIDANCE</del>    |      |
| VT 100 427                                | 366  | <del>ASSOCIATION, WASHINGTON, D.C.</del>   |      |
| A GUIDE FOR TEACHING                      |      | VT 100 473                                 | 379  |
| AGRICULTURAL MECHANICS.                   |      | THE TEACHER'S ROLE IN CAREER               |      |
| VT 100 428                                | 367  | DEVELOPMENT.                               |      |
| A GUIDE FOR TEACHING                      |      |                                            |      |
| AGRICULTURAL RESOURCES.                   |      | <del>NEBRASKA STATE DEPT. OF</del>         |      |
| VT 100 465                                | 377  | <del>EDUCATION, LINCOLN, DIV. OF</del>     |      |
| SOUTH CAROLINA CAREER                     |      | <del>VOCATIONAL EDUCATION</del>            |      |
| EDUCATION CURRICULUM                      |      | VT 100 419                                 | 364  |
| MATERIALS.                                |      | NEBRASKA CURRICULUM GUIDE FOR              |      |
| VT 100 482                                | 381  | AGRIBUSINESS AND NATURAL                   |      |
| HANDBOOK FOR VOCATIONAL                   |      | RESOURCES OCCUPATIONS                      |      |
| TEACHER-COORDINATORS OF                   |      | EDUCATION.                                 |      |
| BUSINESS AND OFFICE EDUCATION.            |      |                                            |      |
| <del>MISSISSIPPI STATE UNIV., STATE</del> |      | <del>NEBRASKA UNIV., LINCOLN, DEPT.</del>  |      |
| <del>COLLEGE, DEPT. OF AGRICULTURAL</del> |      | <del>OF AGRICULTURAL EDUCATION.</del>      |      |
| <del>EDUCATION.</del>                     |      | VT 100 419                                 | 364  |
| VT 100 435                                | 369  | NEBRASKA CURRICULUM GUIDE FOR              |      |
| AGRICULTURAL MECHANICS                    |      | AGRIBUSINESS AND NATURAL                   |      |
| INSTRUCTION IN SECONDARY                  |      | RESOURCES OCCUPATIONS                      |      |
| SCHOOLS IN MISSISSIPPI. THE               |      | EDUCATION.                                 |      |
| LABORATORY-WORK AREA APPROACH.            |      |                                            |      |
| <del>MOLDNEY, NEIL</del>                  |      | <del>NEW MEXICO STATE DEPT. OF</del>       |      |
| VT 100 505                                | 387  | <del>EDUCATION, SANTA FE.</del>            |      |
| LAW ENFORCEMENT CURRICULUM.               |      | VT 100 464                                 | 376  |
| STATE OF WASHINGTON.                      |      | HOSPITALITY EDUCATION                      |      |
|                                           |      | PROGRAM. FINAL REPORT.                     |      |
| <del>MORK, LUCILE E.</del>                |      |                                            |      |
| VT 100 474                                | 379  | <del>NEW YORK STATE EDUCATION DEPT.,</del> |      |
| HELPING FAMILIES MANAGE THEIR             |      | <del>ALBANY.</del>                         |      |
| FINANCES.                                 |      | VT 100 402                                 | 360  |
| <del>MUSKEGON PUBLIC SCHOOLS, MICH.</del> |      | SURFACE GRINDER OPERATOR.                  |      |
| VT 100 429                                | 367  | INSTRUCTOR'S GUIDE. PART OF                |      |
| CURRICULUM BASED UNIT PLANS:              |      | SINGLE-TOOL SKILLS PROGRAM                 |      |
| K-6. COMPREHENSIVE CAREER                 |      | SERIES: MACHINE INDUSTRIES                 |      |
| EDUCATION DEVELOPMENT PROJECT.            |      | OCCUPATIONS.                               |      |
| VT 100 430                                | 367  |                                            |      |
| CURRICULUM BASED UNIT PLANS:              |      | <del>NEWPORT INDEPENDENT SCHOOL</del>      |      |
| 7-9. COMPREHENSIVE CAREER                 |      | <del>DISTRICT, KY.</del>                   |      |
| EDUCATION DEVELOPMENT PROJECT.            |      | VT 100 459                                 | 385  |
| VT 100 432                                | 368  | EXPLORING MY WORLD: CAREER                 |      |
| A COMPREHENSIVE CAREER                    |      | INSTRUCTIONAL UNIT 3, GRADE 1.             |      |
| EDUCATION DEVELOPMENT PROJECT             |      |                                            |      |
| FOR THE SCHOOL DISTRICTS OF               |      | <del>NINETY SIX HIGH SCHOOL, S.C.</del>    |      |
| MUSKEGON AND MUSKEGON                     |      | VT 100 484                                 | 382  |
| HEIGHTS, MICHIGAN.                        |      | BOOKKEEPING I: STARTING A                  |      |
| VT 100 433                                | 368  | BOOKKEEPING SYSTEM. LEARNING               |      |
| RESOURCE GUIDE: K-12.                     |      | ACTIVITY PACKAGE.                          |      |
| COMPREHENSIVE CAREER                      |      | VT 100 485                                 | 302  |
| EDUCATION DEVELOPMENT PROJECT.            |      | BOOKKEEPING I: BOOKKEEPING                 |      |
|                                           |      | CYCLE. LEARNING ACTIVITY                   |      |
|                                           |      | PACKAGE.                                   |      |

|                                            | PAGE |                                           | PAGE |
|--------------------------------------------|------|-------------------------------------------|------|
| VT 100 486                                 | 382  | <del>NORTH DAKOTA STATE SCHOOL OF</del>   |      |
| BOOKKEEPING I: SPECIAL                     |      | <del>SCIENCE, WABPETON, N.D.</del>        |      |
| JOURNALS AND SUBSIDIARY                    |      | VT 100 497                                | 385  |
| LEDGERS. LEARNING ACTIVITY                 |      | PROPOSED CURRICULUM FOR TWO               |      |
| PACKAGE.                                   |      | YEAR ENVIRONMENTAL SCIENCE                |      |
| VT 100 487                                 | 382  | TECHNOLOGY. FINAL REPORT.                 |      |
| BOOKKEEPING I: FINANCIAL                   |      | <del>OHIO STATE DEPT. OF EDUCATION,</del> |      |
| REPORTS. LEARNING ACTIVITY                 |      | <del>COLUMBUS, TRADE AND INDUSTRIAL</del> |      |
| PACKAGE.                                   |      | <del>EDUCATION SERVICE.</del>             |      |
| VT 100 488                                 | 383  | VT 100 477                                | 380  |
| BOOKKEEPING I: SPENCER                     |      | OCCUPATIONAL WORK EXPERIENCE.             |      |
| ATHLETIC GOODS. LEARNING                   |      | (26 STUDENT HANDBOOKS AND 1               |      |
| ACTIVITY PACKAGE.                          |      | INSTRUCTOR'S MANUAL).                     |      |
| VT 100 489                                 | 383  | VT 100 496                                | 384  |
| BOOKKEEPING I: INTRODUCTION                |      | USING THE RESULTS OF THE                  |      |
| TO AUTOMATED DATA. LEARNING                |      | TRADE AND INDUSTRIAL                      |      |
| ACTIVITY PACKAGE.                          |      | EDUCATION ACHIEVEMENT TEST                |      |
| VT 100 490                                 | 383  | PROGRAM.                                  |      |
| BOOKKEEPING I: COMBINATION                 |      | <del>OHIO STATE UNIV., COLUMBUS.</del>    |      |
| JOURNAL. LEARNING ACTIVITY                 |      | VT 100 500                                | 385  |
| PACKAGE.                                   |      | ADVERTISING PAYS.                         |      |
| VT 100 491                                 | 383  | <del>OREGON STATE DEPT. OF</del>          |      |
| BOOKKEEPING I: CASH REGISTER               |      | <del>EDUCATION, SALEM.</del>              |      |
| BOOKKEEPING SYSTEM. LEARNING               |      | VT 100 509                                | 388  |
| ACTIVITY PACKAGE.                          |      | CURRICULUM GUIDE FOR BUILDING             |      |
| VT 100 492                                 | 383  | CONSTRUCTION.                             |      |
| BOOKKEEPING I: PRACTICE SET.               |      | <del>PALMER, JOHN C.</del>                |      |
| LEARNING ACTIVITY PACKAGE.                 |      | VT 100 446                                | 372  |
| VT 100 493                                 | 384  | A GUIDE FOR TEACHING JUNIOR               |      |
| BOOKKEEPING II: BOOKKEEPING                |      | HIGH POWER MECHANICS.                     |      |
| CYCLE. LEARNING ACTIVITY                   |      | <del>PATENT OFFICE (DOCI),</del>          |      |
| PACKAGE.                                   |      | <del>WASHINGTON, D.C.</del>               |      |
| VT 100 494                                 | 384  | VT 100 418                                | 364  |
| BOOKKEEPING II: DEPARTMENTAL               |      | GUIDE FOR PATENT DRAFTSMEN:               |      |
| AND PAYROLL ACCOUNTING.                    |      | SELECTED RULES OF PRACTICE                |      |
| LEARNING ACTIVITY PACKAGE.                 |      | RELATING TO PATENT DRAWINGS.              |      |
| <del>NORTH DAKOTA STATE BOARD FOR</del>    |      | <del>PAWTUCKET CITY SCHOOL DEPT.,</del>   |      |
| <del>VOCATIONAL EDUCATION, BISMARCK.</del> |      | <del>R.I.</del>                           |      |
| VT 100 404                                 | 360  | VT 100 483                                | 381  |
| AUTO MECHANICS: BLOCKS I AND               |      | A HUMAN RESOURCES CAREER                  |      |
| II: INTRODUCTION AND                       |      | DEVELOPMENT MODEL FOR                     |      |
| ORIENTATION, AND BENCH SHOP                |      | PAWTUCKET, RHODE ISLAND, IN               |      |
| AND SAFETY.                                |      | CONJUNCTION WITH THE                      |      |
| VT 100 405                                 | 361  | PAWTUCKET MODEL CITIES                    |      |
| AUTO MECHANICS: BLOCK III:                 |      | AGENCY. ELEMENTARY PROGRAM,               |      |
| CHASSIS.                                   |      | BOOK I-BOOK II.                           |      |
| VT 100 406                                 | 361  | <del>PERRY TOWNSHIP METROPOLITAN</del>    |      |
| AUTO MECHANICS: BLOCK IV:                  |      | <del>SCHOOL DISTRICT, INDIANAPOLIS,</del> |      |
| ENGINES.                                   |      | <del>IND.</del>                           |      |
| VT 100 407                                 | 361  | VT 100 422                                | 365  |
| AUTO MECHANICS: BLOCK V: FUEL              |      | HOMEMAKING IN THE MIDDLE SCHOOL.          |      |
| SYSTEMS.                                   |      | <del>POWELL, G.G., JR.</del>              |      |
| VT 100 408                                 | 361  | VT 100 435                                | 369  |
| AUTO MECHANICS: BLOCK VI:                  |      | AGRICULTURAL MECHANICS                    |      |
| ELECTRICAL SYSTEMS.                        |      | INSTRUCTION IN SECONDARY                  |      |
| VT 100 409                                 | 362  | SCHOOLS IN MISSISSIPPI. THE               |      |
| AUTO MECHANICS: BLOCK VII:                 |      | LABORATORY-WORK AREA APPROACH.            |      |
| TUNE-UP AND TROUBLE SHOOTING.              |      |                                           |      |
| VT 100 410                                 | 362  |                                           |      |
| AUTO MECHANICS: BLOCK VIII:                |      |                                           |      |
| HEATING AND AIR CONDITIONING.              |      |                                           |      |

BEST COPY AVAILABLE

|                                                                                                           | PAGE |                                                                                                       | PAGE |
|-----------------------------------------------------------------------------------------------------------|------|-------------------------------------------------------------------------------------------------------|------|
| <del>RED WING AREA VOCATIONAL<br/>TECHNICAL CENTER, MINNESOTA</del>                                       |      | <del>SOUTH CAROLINA STATE DEPT. OF<br/>EDUCATION, COLUMBIA, OFFICE OF<br/>VOCATIONAL EDUCATION.</del> |      |
| VT 100 507                                                                                                | 387  | VT 100 450                                                                                            | 373  |
| DEPARTMENT STORE PROBLEMS. AN<br>IN-BASKET SIMULATION.                                                    |      | DIVERSIFIED OCCUPATIONS<br>COORDINATOR'S HANDBOOK.                                                    |      |
| <del>RIMLAND, ANN HOPE</del>                                                                              |      | VT 100 451                                                                                            | 373  |
| VT 100 439                                                                                                | 370  | CURRICULUM GUIDE FOR OFFICE<br>OCCUPATIONS.                                                           |      |
| CURRICULUM GUIDE FOR OFFICE<br>PRACTICE.                                                                  |      | VT 100 452                                                                                            | 372  |
| <del>ROBBINS, B.B.</del>                                                                                  |      | MERCHANDISING FOR PROFIT:<br>EFFECTIVE BUYING AND SELLING<br>PRACTICES. A CURRICULUM GUIDE.           |      |
| VT 100 425                                                                                                | 366  | VT 100 458                                                                                            | 375  |
| A GUIDE FOR TEACHING BASIC<br>AGRICULTURE.                                                                |      | SMALL GASOLINE ENGINES. FLOAT<br>TYPE CARBURETOR REPAIR: AN<br>INDIVIDUAL INSTRUCTION MANUAL.         |      |
| VT 100 428                                                                                                | 367  | VT 100 459                                                                                            | 375  |
| A GUIDE FOR TEACHING<br>AGRICULTURAL RESOURCES.                                                           |      | OPERATING THE KNUCKLE-BOOM<br>LOADER. A STUDENT TRAINING<br>MANUAL AND INSTRUCTOR'S GUIDE.            |      |
| <del>ROCHESTER INST. OF TECH., N.Y.</del>                                                                 |      | VT 100 466                                                                                            | 377  |
| VT 100 512                                                                                                | 389  | THE TEN-KEY ADDING MACHINE.<br>STUDENT MANUAL.                                                        |      |
| GOING METRIC WITH THE UNITED<br>STATES PRINTING INDUSTRY.                                                 |      | VT 100 467                                                                                            | 377  |
| <del>SAINT BERNARD PARISH SCHOOLS,<br/>CHALMETTE, LA.</del>                                               |      | THE FULL-KEYBOARD ADDING<br>MACHINE. STUDENT MANUAL.                                                  |      |
| VT 100 431                                                                                                | 367  | VT 100 468                                                                                            | 377  |
| OPERATION SAFETY: A MULTI-<br>VEHICLE LABORATORY CONTINUOUS<br>PROGRESS PROGRAM FOR TRAFFIC<br>EDUCATION. |      | THE FULL-KEYBOARD ADDING<br>MACHINE. TEACHER'S MANUAL.                                                |      |
| <del>SAN DIEGO CITY SCHOOLS, CALIF.</del>                                                                 |      | VT 100 469                                                                                            | 378  |
| VT 100 446                                                                                                | 372  | THE TEN-KEY ADDING MACHINE.<br>TEACHER'S MANUAL.                                                      |      |
| A GUIDE FOR TEACHING JUNIOR<br>HIGH POWER MECHANICS.                                                      |      | <del>SOUTHINGTON PUBLIC SCHOOLS,<br/>CONN.</del>                                                      |      |
| <del>SAN JUAN COLL., N. MEX.</del>                                                                        |      | VT 100 455                                                                                            | 374  |
| VT 100 464                                                                                                | 376  | SUBJECT-RELATED OCCUPATIONS,<br>GRADES 7-9.                                                           |      |
| HOSPITALITY EDUCATION<br>PROGRAM. FINAL REPORT.                                                           |      | VT 100 456                                                                                            | 374  |
| <del>SOCIAL SECURITY ADMINISTRATION<br/>FEDERAL, WASHINGTON, D.C. OFFICE<br/>OF ADMINISTRATION.</del>     |      | VT 100 457                                                                                            | 374  |
| VT 100 461                                                                                                | 376  | WORLD OF WORK CAREER<br>EXPLORATION CURRICULUM GUIDE:<br>GRADE SEVEN THROUGH NINE.                    |      |
| SAFETY MANAGEMENT: SELF-STUDY<br>INSTRUCTIONAL UNIT. PHASE I:<br>SUPERVISORS' INSTITUTE.                  |      | <del>STANTON CAREER EDUCATION<br/>CENTER, JACKSONVILLE, FLA.</del>                                    |      |
| <del>SOLOMITA, ARMAND R.</del>                                                                            |      | VT 100 460                                                                                            | 375  |
| VT 100 455                                                                                                | 374  | MASONRY.                                                                                              |      |
| SUBJECT-RELATED OCCUPATIONS,<br>GRADES 7-9.                                                               |      | <del>STONEHAM PUBLIC SCHOOLS, MASS.</del>                                                             |      |
| VT 100 457                                                                                                | 374  | VT 100 401                                                                                            | 360  |
| WORLD OF WORK CAREER<br>EXPLORATION CURRICULUM GUIDE:<br>GRADE SEVEN THROUGH NINE.                        |      | CURRICULUM GUIDE FOR CAREER<br>EDUCATION IN GRADES 11-12.                                             |      |
| <del>SOLOMITA, ARMAND R., COMP.</del>                                                                     |      | <del>SWANN, ALLEN E.</del>                                                                            |      |
| VT 100 456                                                                                                | 374  | VT 100 434                                                                                            | 368  |
| INFORMATION ON CAREERS.                                                                                   |      | GUIDE TO BUSINESS EDUCATION:<br>GRADES 9-12.                                                          |      |
|                                                                                                           |      | <del>TENNYSON, W. WESLEY</del>                                                                        |      |
|                                                                                                           |      | VT 100 473                                                                                            | 379  |
|                                                                                                           |      | THE TEACHER'S ROLE IN CAREER<br>DEVELOPMENT.                                                          |      |



# COPY AVAILABLE AUTHOR INDEX

|                                | PAGE |                                | PAGE |
|--------------------------------|------|--------------------------------|------|
| THAMES, CHARLIE                |      | VT 100 486                     | 382  |
| VT 100 414                     | 363  | BOOKKEEPING I: SPECIAL         |      |
| A GUIDE FOR TEACHING FORESTRY. |      | JOURNALS AND SUBSIDIARY        |      |
| VT 100 424                     | 365  | LEDGERS. LEARNING ACTIVITY     |      |
| A GUIDE FOR TEACHING           |      | PACKAGE.                       |      |
| AGRICULTURAL PRODUCTION.       |      | VT 100 487                     | 382  |
| TCDD, RONALD D.                |      | BOOKKEEPING I: FINANCIAL       |      |
| VT 100 481                     | 381  | REPORTS. LEARNING ACTIVITY     |      |
| A PROPOSED CURRICULUM IN       |      | PACKAGE.                       |      |
| TECHNOLOGY: THE "WORLD OF      |      | VT 100 488                     | 383  |
| WORK" AND CAREERS. UNDATED     |      | BOOKKEEPING I: SPENCER         |      |
| WORKING PAPER.                 |      | ATHLETIC GOODS. LEARNING       |      |
| TULSA PUBLIC SCHOOLS, OKLA.    |      | ACTIVITY PACKAGE.              |      |
| VT 100 449                     | 372  | VT 100 489                     | 383  |
| A CAREER ORIENTATION AND       |      | BOOKKEEPING I: INTRODUCTION    |      |
| EXPLORATION GUIDE FOR          |      | TO AUTOMATED DATA. LEARNING    |      |
| TEACHERS OF PRACTICAL ARTS     |      | ACTIVITY PACKAGE.              |      |
| SUBJECTS: INDUSTRIAL ARTS,     |      | VT 100 490                     | 383  |
| HOMEMAKING, BUSINESS           |      | BOOKKEEPING I: COMBINATION     |      |
| EDUCATION, MIDDLE/JUNIOR HIGH  |      | JOURNAL. LEARNING ACTIVITY     |      |
| SCHOOL. A UNIT IN CAREER       |      | PACKAGE.                       |      |
| EDUCATION.                     |      | VT 100 491                     | 383  |
| ULRICH, DUANE                  |      | BOOKKEEPING I: CASH REGISTER   |      |
| VT 100 413                     | 363  | BOOKKEEPING SYSTEM. LEARNING   |      |
| MEATCUTTING WORKBOOK: PART I.  |      | ACTIVITY PACKAGE.              |      |
| UTAH STATE BOARD OF EDUCATION, |      | VT 100 492                     | 383  |
| SALT LAKE CITY.                |      | BOOKKEEPING I: PRACTICE SET.   |      |
| VT 100 462                     | 376  | LEARNING ACTIVITY PACKAGE.     |      |
| DIRECTORY OF BUSINESS AND      |      | VT 100 493                     | 384  |
| INDUSTRIAL ORIENTATION         |      | BOOKKEEPING II: BOOKKEEPING    |      |
| SITES/CONSULTANTS.             |      | CYCLE. LEARNING ACTIVITY       |      |
| WALKER, G.M.                   |      | PACKAGE.                       |      |
| VT 100 435                     | 369  | VT 100 494                     | 384  |
| AGRICULTURAL MECHANICS         |      | BOOKKEEPING II: DEPARTMENTAL   |      |
| INSTRUCTION IN SECONDARY       |      | AND PAYROLL ACCOUNTING.        |      |
| SCHOOLS IN MISSISSIPPI. THE    |      | LEARNING ACTIVITY PACKAGE.     |      |
| LABORATORY-WORK AREA APPROACH. |      | WILLIAMS (F. BRYAN), INC., NEW |      |
| WARWICK SCHOOL DEPT., B.I.     |      | YORK, N.Y.                     |      |
| VT 100 434                     | 368  | VT 100 510                     | 388  |
| GUIDE TO BUSINESS EDUCATION:   |      | HOW TO GET PUBLICITY FOR YOUR  |      |
| GRADES 9-12.                   |      | STATE LP/VN ASSOCIATION.       |      |
| WATERTOWN INDEPENDENT SCHOOL   |      |                                |      |
| DISTRICT I, S. DAK.            |      |                                |      |
| VT 100 478                     | 380  |                                |      |
| CAREER EDUCATION LESSONS:      |      |                                |      |
| MISCELLANEOUS MINI-UNITS FOR   |      |                                |      |
| GRADES K-6 DEVELOPED DURING    |      |                                |      |
| 1972-73 SCHOOL YEAR.           |      |                                |      |
| WATKINS, DAISY                 |      |                                |      |
| VT 100 484                     | 382  |                                |      |
| BOOKKEEPING I: STARTING A      |      |                                |      |
| BOOKKEEPING SYSTEM. LEARNING   |      |                                |      |
| ACTIVITY PACKAGE.              |      |                                |      |
| VT 100 485                     | 382  |                                |      |
| BOOKKEEPING I: BOOKKEEPING     |      |                                |      |
| CYCLE. LEARNING ACTIVITY       |      |                                |      |
| PACKAGE.                       |      |                                |      |

RESEARCH  
MATERIALS  
SECTION  
(ARM)

---

|                         | PAGE |
|-------------------------|------|
| ABSTRACTS . . . . .     | 427  |
| SUBJECT INDEX . . . . . | 455  |
| AUTHOR INDEX . . . . .  | 477  |

RESEARCH MATERIALS ABSTRACTS



VT 100 515

COOK, VIRGINIA W.  
PROVIDING A CLUSTER OF HIGH SCHOOL  
HOME ECONOMICS WAGE EARNING  
COURSES WITH THE AID OF A PRACTICE  
HOUSE. FINAL REPORT.

WYOMING COUNTY BOARD OF EDUCATION,  
PINEVILLE, W. VA.  
WEST VIRGINIA STATE BOARD OF  
EDUCATION, CHARLESTON. BUREAU OF  
VOCATIONAL, TECHNICAL AND ADULT  
EDUCATION.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUL72 11P.

DESCRIPTORS - \*HOME ECONOMICS  
SKILLS; \*OCCUPATIONAL HOME  
ECONOMICS; \*SECONDARY GRADES;  
\*SKILL DEVELOPMENT; \*VOCATIONAL  
EDUCATION; CHILD CARE OCCUPATIONS;  
FOOD SERVICE OCCUPATIONS; MAIDS;  
NURSES AIDES

IDENTIFIERS - \*MULLENS HIGH  
SCHOOL; WEST VIRGINIA

ABSTRACT - THIS REPORT DOCUMENTS A  
RESEARCH PROJECT AT MULLENS HIGH  
SCHOOL, MULLENS, WEST VIRGINIA  
WHERE A PRACTICE HOUSE WAS USED IN  
A HOME ECONOMICS COURSE OF STUDY  
IN TRAINING WAGE EARNERS IN  
RELATED VOCATIONAL FIELDS. FOUR  
UNITS OF VOCATIONAL HOME ECONOMICS  
WERE DEVELOPED: (1) FOOD SERVICE  
AND WAITRESS TRAINING, (2) NURSES  
AIDE, (3) HOUSEKEEPING AIDE, AND  
(4) CHILD CARE AIDE. OBJECTIVES OF  
THE PROGRAM WERE TO: (1) ACQUAINT  
STUDENTS WITH A VARIETY OF  
EMPLOYMENT POSSIBILITIES, (2)  
ALLOW STUDENTS TO PRACTICE SKILLS  
IN A MORE REALISTIC SITUATION, (3)  
HELP STUDENTS GAIN EXPERIENCE AND  
DEVELOP SKILL IN TYPES OF JOBS  
AVAILABLE IN THE COMMUNITY, AND  
(4) ASSIST STUDENTS IN BUILDING  
GOOD WORK HABITS. THE LARGE AMOUNT  
OF DEMONSTRATION AND REALISTIC  
PRACTICE POSSIBLE IN A PRACTICE  
HOUSE MADE THE CLASSES MORE  
INTERESTING AND ENJOYABLE FOR THE  
STUDENTS. BOTH TESTS AND TEACHER  
OBSERVATION SHOWED THAT PUPIL  
LEARNING WAS GREATLY INCREASED.  
(AUTHOR/MU)

VT 100 516

HEILMAN, CAS F., AND OTHERS  
CAREERS ORIENTED RELEVANT  
EDUCATION (C.O.R.E.). FINAL  
REPORT.

OREGON STATE UNIV., CORVALLIS.  
DIV. OF VOCATIONAL, ADULT, AND  
COMMUNITY COLL. EDUCATION,  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C. BUREAU OF  
RESEARCH.

MF AVAILABLE IN VT-ERIC SET.  
OEG-0-9-470214-522(085)

3R-9-0214  
PUB DATE - AUG72 37P.

DESCRIPTORS - \*CAREER EDUCATION;

BEST COPY AVAILABLE

\*CURRICULUM DEVELOPMENT; \*PROGRAM  
DEVELOPMENT; \*RESEARCH PROJECTS;  
CURRICULUM RESEARCH; ELEMENTARY  
GRADES; POST SECONDARY EDUCATION;  
SECONDARY GRADES; VOCATIONAL  
DEVELOPMENT  
IDENTIFIERS - \*CAREERS ORIENTED  
RELEVANT EDUCATION; CORE

ABSTRACT - THIS REPORT SUMMARIZES  
THE RESULTS OF A PROJECT EFFORT  
DIRECTED AT DEVELOPING A  
COMPREHENSIVE CAREER EDUCATION  
PROGRAM (COVERING GRADES K-14) IN  
A LOCAL SCHOOL SYSTEM. INCLUDED IN  
THE BODY OF THE REPORT ARE: (1) AN  
INTRODUCTION AND SUMMARY, AND (2)  
SPECIFIC METHODS UTILIZED IN THE  
RESEARCH OPERATION ALONG WITH THE  
RESULTS OBTAINED. TO FACILITATE  
UNDERSTANDING OF THE REPORT,  
SEVERAL APPENDIXES CONTAINING  
ADDITIONAL INFORMATION ARE

ATTACHED. AMONG THE THINGS ENTERED  
IN THEM ARE: (1) A MAJOR ACTIVITY  
SCHEDULE FOR THE CAREERS ORIENTED  
RELEVANT EDUCATION PROJECT, (2) A  
BIBLIOGRAPHY OF MAJOR PRINTED  
MATERIALS, (3) PROCEDURES FOLLOWED  
IN SELECTING PROJECT SCHOOLS, (4)  
MAJOR DISSEMINATION ACTIVITIES  
WHICH WERE ENGAGED IN A RELATION  
TO THE PROJECT, (5) A SUMMARY OF  
THE COURSE OFFERINGS, (6) A  
SUMMARY OF THE REQUIRED COURSE  
ALTERATIONS IN SIX SECONDARY  
SCHOOLS INVOLVED IN THE PROJECT  
OPERATION, AND (7) A STATISTICAL  
ANALYSIS OF CHANGE WHICH HAS TAKEN  
PLACE IN THE SPRINGFIELD PUBLIC  
SCHOOLS IN THE LAST THREE YEARS.  
(SN)

VT 100 517

TRAINING INSTITUTES FOR CURRICULUM  
PERSONNEL DEVELOPMENT FOR  
INTEGRATION OR INNOVATIVE CONCEPTS  
AND NEW DEVELOPMENTS. VOLUME II.  
FINAL REPORT.

COLORADO STATE UNIV., FT. COLLINS.  
DEPT. OF VOCATIONAL EDUCATION.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C. BUREAU OF  
RESEARCH.

MF AVAILABLE IN VT-ERIC SET.  
OEG-0-72-5183

V-2570-15  
PUB DATE - JUN73 326P.

DESCRIPTORS - \*ADMINISTRATIVE  
PERSONNEL; \*CURRICULUM  
DEVELOPMENT; \*CURRICULUM PLANNING;  
\*INSTITUTES (TRAINING PROGRAMS);  
\*VOCATIONAL EDUCATION; CAREER  
EDUCATION; INSTRUCTIONAL  
INNOVATION; WORKSHOPS

ABSTRACT - THE SECOND OF A 2-  
VOLUME SEQUENCE, THIS DOCUMENT  
INCLUDES ALL OF THE MAJOR  
PRESENTATIONS GIVEN AT THE FOUR  
TRAINING INSTITUTES FOR CURRICULUM  
PERSONNEL DEVELOPMENT HELD DURING  
THE 1973 FISCAL YEAR. THE OVERALL

INTENT OF THE INSTITUTES WAS TO AID IN THE FURTHER DEVELOPMENT AND IMPROVEMENT OF VOCATIONAL AND CAREER EDUCATION PERSONNEL AND PROGRAMS. SPECIFIC TOPICAL CONTENTS OF THE REPORT INCLUDE: (1) ROLE OF THE FEDERAL GOVERNMENT IN CURRICULUM DEVELOPMENT, (2) OVERVIEW OF CURRICULUM DEVELOPMENT AND CAREER EDUCATION, (3) CURRICULUM DESIGN, (4) CURRICULUM OBJECTIVES, (5) PROGRAMS FOR DISADVANTAGED, (6) ISSUES AND PROBLEMS RELATIVE TO ACCOUNTABILITY, (7) BASES FOR CURRICULUM DECISIONS, (8) ADAPTION OF CURRICULUM, (9) CURRICULUM VALIDATION, (10) PERSONNEL DEVELOPMENT, (11) CURRICULUM RESEARCH, AND (12) PLANS AND PRIORITIES FOR CURRICULUM DEVELOPMENT. THE FIRST VOLUME OF THIS SERIES IS AVAILABLE AS VT 100 521. (SN)

VT 100 518  
STUTRUD, ODIN  
DEVELOPMENT OF A STATE-WIDE AUTO MECHANICS CURRICULUM. FINAL REPORT.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. RESEARCH COORDINATING UNIT. MF AVAILABLE IN VT-ERIC SET. RESEARCH-SER-4  
PUB DATE - 15MAY73 8P.

DESCRIPTORS - \*AUTO MECHANICS; \*CURRICULUM DEVELOPMENT; \*CURRICULUM PLANNING; \*STATE CURRICULUM GUIDES; \*TRADE AND INDUSTRIAL EDUCATION; SHOP CURRICULUM; STATEWIDE PLANNING IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THIS DOCUMENT REPORTS THE PRODUCTION OF THE 7-VOLUME STATE CURRICULUM GUIDE THAT WAS DEVELOPED FOR TEACHERS IN THE NORTH DAKOTA SCHOOLS. A DEGREE OF UNIFORMITY IN TEACHING, CONTINUITY OF INSTRUCTION FROM ONE AREA TO ANOTHER, AND MORE ADEQUATE INSTRUCTION IN SOME AREAS WERE SOME OF THE ADVANTAGES SOUGHT IN THE STATE GUIDE. THE COMPREHENSIVE COURSE OUTLINE WAS BROKEN INTO EIGHT MAJOR BLOCKS AND WRITTEN AND REPRODUCED TO FORM SEVEN BOOKS. THEY ARE AVAILABLE AS VT 100 404 - VT 100 419. (MU)

VT 100 519  
DEVELOPMENT OF A POWER PLANT OPERATORS CURRICULUM. FINAL REPORT.

BISMARCK JUNIOR COLL., N. DAK.; NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. RESEARCH COORDINATING UNIT. MF AVAILABLE IN VT-ERIC SET. RESEARCH-SER-3  
PUB DATE - 25MAY73 9P.

DESCRIPTORS - \*CURRICULUM DEVELOPMENT; \*CURRICULUM PLANNING; \*ELECTROMECHANICAL TECHNOLOGY; \*STATE CURRICULUM GUIDES; ELECTRICITY; STATEWIDE PLANNING IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THIS DOCUMENT REPORTS THE PLANNING AND DEVELOPMENT OF A STATE CURRICULUM GUIDE FOR TRAINING POWER PLANT OPERATORS IN NORTH DAKOTA. A WIDE VARIATION IN THE TYPE OF TRAINING GIVEN TO OPERATORS AND AN EXPANDING INDUSTRY IN THE AREA PROVIDE THE RATIONALE FOR THE PROJECT. A JOINT TRAINING COMMITTEE WITH MEMBERS FROM BOTH MANAGEMENT AND LABOR CARRIED OUT THE EFFORT. FROM THE MANY ALTERNATIVES THAT WERE INVESTIGATED, A PATTERN WAS CHOSEN FROM THE SOUTHERN ALBERTA INSTITUTE OF ALBERTA, CANADA, AND FROM IT, ALONG WITH SEVERAL OTHER COURSES, WEEKLY LESSONS WERE DEVELOPED WHICH WOULD REQUIRE THREE HOURS PER WEEK FROM THE TRAINEE. PLANS CALL FOR A TOTAL OF 132 WEEKLY LESSONS WHICH A TRAINEE CAN COMPLETE IN 2 YEARS AND 8 MONTHS. TO MEET THE NEEDS OF THE EXPANDING PLANTS, THE COMMITTEE AND THE APPRENTICE TRAINING OFFICE ELECTED TO PUT THE FIRST YEAR'S PROGRAM INTO OPERATION WHILE THE LAST LESSONS ARE BEING COMPLETED. A TARGET DATE OF APRIL 1, 1973 HAS BEEN SET TO START THE PROGRAM. (MU)

VT 100 520  
THE ESTABLISHMENT OF A NATIONAL VOCATIONAL TRAINING SCHEME (CEYLON).

INTERNATIONAL LABOUR ORGANISATION, GENEVA (SWITZERLAND). MF AVAILABLE IN VT-ERIC SET. CFY-70-521; TR-1  
PUB DATE - JUN72 49P.

DESCRIPTORS - \*DEVELOPING NATIONS; \*NATIONAL PROGRAMS; \*VOCATIONAL EDUCATION; PROGRAM ADMINISTRATION; PROGRAM PLANNING IDENTIFIERS - \*CEYLON

ABSTRACT - THIS REPORT DOCUMENTS THE ACTIVITIES AND ACHIEVEMENTS OF A PROJECT DESIGNED TO ESTABLISH A NATIONAL VOCATIONAL EDUCATION PLAN FOR CEYLON UNDER THE UNITED NATIONS DEVELOPMENT PROGRAMME. ALTHOUGH DELAYS WERE ENCOUNTERED, THE FOLLOWING AIMS WERE ACCOMPLISHED: (1) FOUR TRADE ADVISORY COMMITTEES WERE ESTABLISHED, (2) ALL OF THE SENIOR ADVISORS' COUNTERPARTS WERE TRAINED ABROAD, AND (3) MANY TEACHING AIDS WERE MADE. RECOMMENDATIONS WERE MADE THAT THE GOVERNMENT CREATE A STRONG CENTRAL BODY TO COORDINATE AND SUPERVISE



ALL VOCATIONAL TRAINING.  
(AUTHOR/MU)

VT 100 521

VALENTINE, IVAN E.; LARSON, MILTON E.  
TRAINING INSTITUTES FOR CURRICULUM  
PERSONNEL DEVELOPMENT FOR  
INTEGRATION OF INNOVATIVE CONCEPTS  
AND NEW DEVELOPMENTS, VOLUME I:  
FINAL REPORT.

COLORADO STATE UNIV., FT. COLLINS.  
DEPT. OF VOCATIONAL EDUCATION.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C. BUREAU OF  
RESEARCH.  
MF AVAILABLE IN VT-ERIC SET.  
DfG-J-72-5183  
V-2570-15

PUB DATE - JUN73 327P.

DESCRIPTORS - \*ADMINISTRATIVE  
PERSONNEL; \*CURRICULUM  
DEVELOPMENT; \*CURRICULUM PLANNING;  
\*INSTITUTES (TRAINING PROGRAMS);  
\*VOCATIONAL EDUCATION;  
INSTRUCTIONAL IMPROVEMENT;  
WORKSHOPS

ABSTRACT - THE FIRST OF A 2-VOLUME  
SEQUENCE, THIS PUBLICATION  
CONTAINS THE HIGHLIGHTS OF A  
SERIES OF INSTITUTES HELD DURING  
THE 1973 FISCAL YEAR IN AN EFFORT  
TO AID IN THE DEVELOPMENT OF  
CURRICULUM PERSONNEL. SPECIFIC  
CONTENTS OF THE REPORT INCLUDE:  
(1) AN OVERALL SUMMARY OF THE  
PROBLEMS, PURPOSES, PROCEDURES,  
ACTIVITIES, CONCLUSIONS, AND  
RECOMMENDATIONS MADE, (2) AN  
INTRODUCTION, (3) AN EXPLANATION  
OF THE METHODOLOGY EMPLOYED, (4)  
AN ANALYSIS OF THE FINDINGS  
OBTAINED, AND (5) AN EXPLANATION  
OF THE CONCLUSIONS AND  
RECOMMENDATIONS REACHED. SO AS TO  
FACILITATE A GREATER UNDERSTANDING  
OF THE REPORT, SEVERAL APPENDICES  
ARE INCLUDED AS ARE 15 TABLES  
DEPICTING STATISTICAL FINDINGS.  
THE SECOND VOLUME OF THIS SERIES  
IS AVAILABLE AS VT 100 517. (SN)

VT 100 522

HANSON, MARLYS C.  
SAN ANTONIO CAREER AWARENESS  
DEMONSTRATION GRANT, CONDUCTED IN  
SOCORRO CONSOLIDATED SCHOOL  
DISTRICT, NEW MEXICO. FINAL  
REPORT.

SOCORRO CONSOLIDATED SCHOOL  
DISTRICT, N. MEX.  
FOUR CORNERS REGIONAL COMMISSION,  
FARMINGTON, N. MEX.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 30JUN73 81P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*DEMONSTRATION PROJECTS;  
\*DISADVANTAGED GROUPS; \*ELEMENTARY  
SCHOOL STUDENTS; \*PRIMARY GRADES;  
VOCATIONAL DEVELOPMENT

BEST COPY AVAILABLE

IDENTIFIERS - \*CAREER AWARENESS;  
FOUR CORNERS REGIONAL COMMISSION  
PROJECT

ABSTRACT - THIS REPORT DOCUMENTS  
AN EDUCATIONAL PROGRAM FOR  
DISADVANTAGED STUDENTS FROM A  
SMALL (APPROXIMATE ENROLLMENT, 65)  
ELEMENTARY SCHOOL IN NEW MEXICO.  
THE PUPILS MET WITH AN INSTRUCTOR  
IN THE DEMONSTRATION CLASS IN  
GROUPS OF FIVE TO SEVEN PUPILS  
EACH FOR 30 MINUTES DAILY OVER A  
30-WEEK SCHOOL YEAR. A TEACHING  
GUIDE IS OUTLINED ILLUSTRATING THE  
USES OF RESOURCES AND FIELD TRIPS.  
CLASSROOM SPEAKERS AND HANDS-ON  
PROJECTS ARE DESCRIBED. DATA FROM  
SCORES FROM A WIDE RANGE  
ACHIEVEMENT TEST ARE GIVEN AND  
SOME OF THE RESULTS OF THE PROGRAM  
ARE NARRATED. APPENDICES CONTAIN A  
TESTING INSTRUMENT, EXCERPTS FROM  
THE BUDGET REPORT, SUGGESTED  
ACTIVITIES, A DIRECTORY OF  
PUBLISHERS AND SOURCES, AND  
RELATED PUBLICITY. (MU)

VT 100 523

SPAZIANI, RICHARD L.; COURTNEY, E.  
WAYNE  
COMMON PROFESSIONAL EDUCATION  
COMPETENCIES NEEDED BY ALASKA'S  
VOCATIONAL SECONDARY SCHOOL  
TEACHERS.

ALASKA STATE DEPT. OF EDUCATION,  
JUNEAU. DIV. OF VOCATIONAL  
EDUCATION.; ALASKA UNIV., JUNEAU.  
SOUTHEASTERN REGIONAL CENTER.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUL73 67P.

DESCRIPTORS - \*CURRICULUM  
PLANNING; \*PERFORMANCE BASED  
TEACHER EDUCATION; \*PERFORMANCE  
FACTORS; \*TEACHER EDUCATION  
CURRICULUM; \*VOCATIONAL EDUCATION  
TEACHERS; PERFORMANCE CRITERIA;  
PERFORMANCE SPECIFICATIONS; TASK  
IDENTIFIERS - \*ALASKA

ABSTRACT - TO IDENTIFY THE  
PROFESSIONAL EDUCATIONAL  
COMPETENCIES NEEDED BY VOCATIONAL  
EDUCATORS IN ALASKAN SECONDARY  
SCHOOLS AND TO DETERMINE THE BEST  
MEANS OF PREPARING TEACHERS,  
QUESTIONNAIRES WERE MAILED TO  
VOCATIONAL EDUCATION INSTRUCTORS  
IN THE STATE. A TOTAL OF 177  
RESPONDENTS SUPPLIED DATA  
PRODUCING FINDINGS WHICH SUPPORT  
THE FOLLOWING CONSIDERATIONS: (1)  
A STATEWIDE TEACHER PREPARATION  
PROGRAM COULD SATISFACTORILY  
SUPPLY THE NECESSARY COMPETENCY  
FACTORS FOR SUCCESSFUL TEACHER  
PERFORMANCE, (2) A SERIES OF MINI-  
COURSES SHOULD BE DEVELOPED FOR  
THE PROGRAM USING INDIVIDUAL  
LEARNING PACKAGES BASED ON THE 50  
COMPETENCY CLUSTERS USED IN THE  
STUDY, AND (3) A COMBINATION OF



COURSE WORK AND ON-THE-JOB EXPERIENCE REFLECTS THE BEST METHOD OF PREPARING ALASKAN TEACHERS. (MU)

# VT 100 524

STIEBERT, H.  
EMPLOYEE USE OF ADVANCE NOTICE OF TERMINATION FOR JOB SEARCH.  
EMPLOYMENT INFORMATION SERIES  
NUMBER 2.

ONTARIO MINISTRY OF LABOUR,  
TORONTO. RESEARCH BRANCH.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUN73 20P.

DESCRIPTORS - \*JOB APPLICANTS;  
\*JOB APPLICATION; \*JOB LAYOFF;  
\*OCCUPATIONAL SURVEYS; EMPLOYMENT  
PRACTICES; INDIVIDUAL  
CHARACTERISTICS; PERSONNEL POLICY  
IDENTIFIERS - \*CANADA

ABSTRACT - RECENT LEGISLATION IN CANADA REQUIRES THAT EMPLOYERS GIVE ADVANCE NOTICE OF TERMINATION TO EMPLOYEES WITH OVER THREE MONTHS SERVICE. THIS REPORT WAS CONDUCTED TO DETERMINE THE EXTENT OF THE USE THAT EMPLOYEES HAVE MADE OF THE NOTICE TO HUNT FOR NEW JOBS. THE DATA ON USE MADE OF ADVANCE NOTICE PRESENTED IN THIS REPORT COVER 1,179 EMPLOYEES INVOLVED IN MASS TERMINATIONS IN 15 FIRMS FROM OCTOBER 1971 TO APRIL 1972. FINDINGS SHOW THAT OVER 70 PERCENT OF THOSE LOSING JOBS MADE USE OF THE ADVANCE NOTICE TO HUNT FOR NEW WORK. THE PROPORTION DOING SO VARIED WITH LOCATION OF THE LAY-OFF, THE AGE OF THE WORKER, MARITAL STATUS, AND SENIORITY. NINE TABLES PRESENT THE DATA. (MU)

# VT 100 525

GOODIN, ED.  
THE STATUS OF BUSINESS EDUCATION IN THE PUBLIC SECONDARY SCHOOLS OF NEVADA.

NEVADA UNIV., RENO. RESEARCH  
COORDINATING UNIT.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUL73 77P.

DESCRIPTORS - \*BUSINESS EDUCATION;  
\*BUSINESS EDUCATION TEACHERS;  
\*BUSINESS SUBJECTS; \*SECONDARY  
EDUCATION; \*TEACHER  
CHARACTERISTICS; BUSINESS SKILLS;  
TEACHER EDUCATION; TEACHER  
EXPERIENCE  
IDENTIFIERS - \*NEVADA

ABSTRACT - TO DETERMINE THE STATUS OF BUSINESS EDUCATION IN THE PUBLIC SECONDARY SCHOOLS OF NEVADA, QUESTIONNAIRES WERE DISTRIBUTED TO ALL OF THE 129 TEACHERS OF BUSINESS SUBJECTS WITHIN THE STATE. DATA OBTAINED FROM TEACHERS AND 40 DEPARTMENT

BEST COPY AVAILABLE

CHAIRMEN LED TO 30 CONCLUSIONS CONCERNING THE DEPARTMENTS, SUPERVISION, JOB PLACEMENT OF STUDENTS, SUBJECTS OFFERED, RECENT CHANGES IN THE PROGRAM, ARTICULATION WITH COMMUNITY COLLEGE PROGRAMS, NUMBER OF STUDENTS ENROLLED IN EACH COURSE, AND ADEQUACY OF CLASSROOM EQUIPMENT. TEACHER CHARACTERISTICS DETERMINED FROM THE DATA INCLUDE THE DUTIES PERFORMED, DEGREE STATUS, PROFESSIONAL ORGANIZATION MEMBERSHIP, AND RECENT EXPERIENCE IN THE BUSINESS WORLD. RECOMMENDATIONS INCLUDE: (1) INCREASED USE OF COMMUNITY ADVISORY COMMITTEES, (2) A PERIODIC REVIEW OF COURSE REQUIREMENTS, (3) UPDATING OF CLASSROOM EQUIPMENT, (4) INCREASED PROFESSIONAL GROWTH OF TEACHERS THROUGH THEIR PROFESSIONAL ORGANIZATION MEMBERSHIPS, AND (5) UNIVERSITY DEGREE PROGRAMS IN BUSINESS EDUCATION WITHIN THE STATE. (MU)

# VT 100 526

THE TRAINING AND FURTHER TRAINING OF TEACHERS OF COMMERCIAL EDUCATION. MUNICH, JUNE 3-11, 1970. REPORT OF TRAINING COURSE.

COUNCIL OF EUROPE, STRASBOURG (FRANCE). COMMITTEE FOR GENERAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
CCC/EGT-(70)-17  
PUB DATE - 15OCT70 48P.

DESCRIPTORS - \*BUSINESS EDUCATION;  
\*BUSINESS EDUCATION TEACHERS;  
\*CONFERENCE REPORTS; \*EUROPE;  
\*TEACHER EDUCATION CURRICULUM;  
SPEECHES

ABSTRACT - DELEGATES FROM OVER 20 EUROPEAN COUNTRIES ATTENDED THE 9-DAY CONFERENCE OF EDUCATION SPECIALISTS IN TEACHER TRAINING AT MUNICH IN JUNE 1970. THIS REPORT SUMMARIZES THE ADDRESSES FROM THAT CONFERENCE. FINAL REPORTS FROM THE ENGLISH-SPEAKING, THE FRENCH-SPEAKING, AND THE GERMAN-SPEAKING GROUPS ARE INCLUDED. CONSENSUS ON THE TRAINING OF COMMERCIAL TEACHER TRAINERS WAS REACHED CONCERNING VARIOUS LEVELS OF CURRICULUM, NEED FOR PRACTICAL BUSINESS TRAINING, INSERVICE BUSINESS TRAINING, AND PEDAGOGIC TRAINING. (MU)

# VT 100 527

TRAINING AND FURTHER TRAINING OF TEACHERS IN TECHNICAL SCHOOLS. AUSTRIA, OCTOBER 5-10, 1970. REPORT OF TRAINING COURSE.

COUNCIL OF EUROPE, STRASBOURG (FRANCE). COMMITTEE FOR GENERAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
CCC/EGT-(70)-28

PUB DATE - 10OCT70 35P. BEST COPY AVAILABLE

DESCRIPTORS - \*CONFERENCE REPORTS;  
\*EUROPE; \*TEACHER EDUCATION  
CURRICULUM; \*VOCATIONAL EDUCATION;  
\*VOCATIONAL EDUCATION TEACHERS;  
INDUSTRIAL EDUCATION; SPEECHES

ABSTRACT - DELEGATES FROM 20 EUROPEAN COUNTRIES ATTENDED A 5-DAY CONFERENCE OF EDUCATION SPECIALISTS AT BAD HOFGASTEIN, AUSTRIA IN OCTOBER 1970 TO DEFINE THE ESSENTIAL PROBLEMS OF TECHNICAL AND PROFESSIONAL EDUCATION. THIS REPORT OUTLINES SOME OF THE ACCOMPLISHMENTS OF THAT CONFERENCE. VARIOUS FORMS OF TRAINING PROVIDED IN EUROPE FOR TEACHERS IN VOCATIONAL AND TECHNICAL SCHOOLS AND SOME OF THE PROBLEMS OF INITIAL AND INSERVICE TRAINING WERE EXAMINED. SUMMARIES OF THE ENGLISH-SPEAKING GROUP, THE FRENCH-SPEAKING GROUP, AND THE BILINGUAL GROUP ARE GIVEN AS WELL AS RECOMMENDATIONS TO THE COUNCIL OF EUROPE CONCERNING TEACHERS' STATUS, INITIAL TRAINING, INDUSTRIAL EXPERIENCE, AND FURTHER TRAINING. (MU)

#### VT 100 528

GUIDANCE COUNSELOR'S HANDBOOK ON TECHNICAL EDUCATION IN SOUTH CAROLINA.

SOUTH CAROLINA STATE COMMITTEE FOR TECHNICAL EDUCATION, COLUMBIA.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - NOV71 32P.

DESCRIPTORS - \*ADULT EDUCATION;  
\*EDUCATIONAL OPPORTUNITIES;  
\*MANPOWER DEVELOPMENT; \*POST  
SECONDARY EDUCATION; \*TECHNICAL  
EDUCATION; EDUCATIONAL GUIDANCE;  
OCCUPATIONAL GUIDANCE  
IDENTIFIERS - \*SOUTH CAROLINA

ABSTRACT - THIS DIRECTORY OF POSTSECONDARY TECHNICAL EDUCATION FACILITIES PROVIDES COUNSELORS WITH A REFERENCE SOURCE FOR USE IN EDUCATIONAL AND VOCATIONAL GUIDANCE. THE 13 TECHNICAL EDUCATION CENTERS ARE DESCRIBED SEPARATELY BY NARRATIVE AND ILLUSTRATION AND THE CURRICULUMS OFFERED ARE LISTED BY CENTERS IN THE ORDER OF THE FOLLOWING VOCATIONAL FIELDS: (1) AGRICULTURE, (2) BUSINESS AND COMMERCIAL, (3) ENGINEERING TECHNOLOGY, (4) FIBER SCIENCE, (5) ALLIED HEALTH SERVICES, (6) LABORATORY TRAINING, (7) INDUSTRIAL AND CRAFTS TRAINING, (8) INDUSTRIAL METAL-WORKING, (9) SECRETARIAL AND CLERICAL SCIENCE, (10) TRANSPORTATION AND EQUIPMENT, AND (11) GENERAL. TRAINING OPPORTUNITIES IN SPECIAL SCHOOLS, MANPOWER DEVELOPMENT TRAINING, AND CONCENTRATED EMPLOYMENT PROGRAMS

ARE ALSO LISTED. (MU)

#### VT 100 529

FOUR CORNERS COMMISSION REPORT OF PLANNING PROJECT, BLANDING AREA VOCATIONAL CENTER PLANNING GRANT, PHASE II.

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 22DEC72 123P.

DESCRIPTORS - \*AREA VOCATIONAL SCHOOLS; \*EDUCATIONAL SPECIFICATIONS; \*PLANNING (FACILITIES); \*PROGRAM PLANNING; \*VOCATIONAL EDUCATION; EDUCATIONAL PROGRAMS; FACILITY REQUIREMENTS IDENTIFIERS - \*BLANDING AREA VOCATIONAL CENTER; UTAH

ABSTRACT - SCHEDULES, PLANS, EXPENDITURES, AND ACCOMPLISHMENTS FOR THE PROJECT ARE DOCUMENTED IN THIS REPORT OF AN AREA VOCATIONAL CENTER IN SAN JUAN COUNTY, UTAH. PREVIOUS REPORTS ARE SUMMARIZED AND THE RECOMMENDED PROGRAM OF VOCATIONAL EDUCATION IS DESCRIBED BY NARRATIVE AND FIGURES. FLOOR PLANS AND CHARTS DESCRIBE THE BUILDING PLAN AND ORGANIZATION PATTERN OF THE STAFF. A 5-YEAR PROJECTED PROGRAM PLAN INCLUDES PROJECTED JOB OPPORTUNITIES. A DIRECTORY OF CLASSES TO BE OFFERED DESCRIBES CLASSES, THEIR TIME SPAN, AND OBJECTIVES. A 53-PAGE LIST OF EQUIPMENT SPECIFICATIONS IS INCLUDED. (MU)

#### VT 100 530

WOODIN, RALPH J.  
SUPPLY AND DEMAND FOR TEACHERS OF VOCATIONAL AGRICULTURE IN 1972. A STAFF STUDY.

TENNESSEE UNIV., KNOXVILLE. DEPT. OF VOCATIONAL/TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - FEB73 31P.

DESCRIPTORS - \*JOB MARKET;  
\*OCCUPATIONAL SURVEYS; \*TEACHER EMPLOYMENT; \*TEACHER SUPPLY AND DEMAND; \*VOCATIONAL AGRICULTURE TEACHERS; EMPLOYMENT OPPORTUNITIES; LABOR MARKET; TEACHER RECRUITMENT

ABSTRACT - AS PART OF AN EFFORT TO RECRUIT TEACHERS OF VOCATIONAL AGRICULTURE, THIS EIGHTH ANNUAL REPORT OF TEACHER SUPPLY AND DEMAND WAS DEVELOPED FROM INFORMATION SECURED FROM TEACHER EDUCATORS AND STATE SUPERVISORS. QUESTIONNAIRES MAILED TO EACH GROUP PRODUCED DATA FROM WHICH THE FOLLOWING FINDINGS WERE DERIVED. A TOTAL OF 1,759 TEACHERS WERE QUALIFIED FOR TEACHING VOCATIONAL AGRICULTURE IN 1972, THE LARGEST NUMBER IN ANY OF THE PAST EIGHT



YEARS. THE NUMBER ENTERING TEACHING DECREASED FROM 63 PERCENT ENTERING IN 1965 TO 54.8 PERCENT ENTERING IN 1972. THE 9.5 PERCENT TEACHER TURNOVER WAS SIMILAR TO THAT OF OTHER GROUPS OF TEACHERS. A COMPARISON OF THE NUMBER OF TEACHERS OF VOCATIONAL AGRICULTURE IN THE NATION OVER THE PAST EIGHT YEARS SHOWS THAT THE NUMBER HAS STABILIZED JUST SHORT OF 10,800 POSITIONS. SINCE 1965 THE NUMBER OF POSITIONS HAS RANGED FROM A LOW OF 10,221 IN 1967 TO A HIGH OF 10,716 THIS YEAR. THESE FIGURES DO NOT INCLUDE 953 POSITIONS IN TECHNICAL INSTITUTES AND COMMUNITY COLLEGES. (AUTHOR/MU)

VT 100 531

SECOND ANNUAL REPORT OF MONTANA STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION, 1971.

MONTANA STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION, HELENA. MF AVAILABLE IN VT-ERIC SET. PUB DATE - 13SEP71 26P.

DESCRIPTORS - \*EDUCATIONAL PLANNING; \*EDUCATIONAL PROGRAMS; \*PROGRAM PLANNING; \*STATEWIDE PLANNING; \*VOCATIONAL EDUCATION; ADVISORY COMMITTEES; EDUCATIONAL OBJECTIVES; PROGRAM EVALUATION; PROGRAM IMPROVEMENT IDENTIFIERS - \*MONTANA

ABSTRACT - THIS REPORT TO THE MONTANA STATE BOARD OF EDUCATION SUMMARIZES DATA RELATING TO THE ACHIEVEMENT OF THE STATE TOWARD FULFILLMENT OF THE GOALS OF THE STATE PLAN, MEETING THE PEOPLE'S NEED, AND IMPLEMENTING THE PREVIOUS YEAR'S RECOMMENDATIONS. BASED ON THE FINDINGS OF THE REPORT, THE RECOMMENDATIONS MADE INCLUDE THOSE DEALING WITH THE FOLLOWING GENERAL TOPICS: (1) PROGRAM PLANNING, (2) FINANCIAL SUPPORT, (3) NEEDS OF SPECIAL STUDENTS, (4) MANPOWER DEVELOPMENT, (5) JOB PLACEMENT, (6) THE MONTANA-PLAINS EDUCATIONAL CENTER, (7) ORIENTATION TO THE WORLD OF WORK, (8) PROMOTIONAL MATERIAL FOR VOCATIONAL EDUCATION, (9) STANDARD COURSE TITLES, AND (10) THE RECOMMENDATIONS FROM THE FIRST ANNUAL REPORT. (MU)

VT 100 532

HOHENHAUS, WILLIAM E. MINNESOTA AGRI-BUSINESS EMPLOYMENT, OPPORTUNITIES AND TRAINING NEEDS.

MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION. MF AVAILABLE IN VT-ERIC SET. PUB DATE - MAR73 36P.

DESCRIPTORS - \*AGRIBUSINESS; \*EDUCATIONAL NEEDS; \*EMPLOYMENT OPPORTUNITIES; \*OFF FARM AGRICULTURAL OCCUPATIONS; \*VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; CURRICULUM PLANNING; OCCUPATIONAL INFORMATION; OCCUPATIONAL SURVEYS IDENTIFIERS - \*MINNESOTA

ABSTRACT - TO DETERMINE THE OCCUPATIONAL OPPORTUNITIES AND TRAINING NEEDS FOR AGRIBUSINESS IN MINNESOTA IN ORDER TO DEVELOP MORE RELEVANT PROGRAMS FOR STUDENTS, SOME 340 HIGH SCHOOL DISTRICTS WERE SURVEYED AND DATA FROM 5,163 AGRICULTURAL BUSINESSES WERE ANALYZED. DATA INDICATED APPROXIMATELY 10,522 AGRIBUSINESS ESTABLISHMENTS IN THE STATE EMPLOY 125,975 PERSONS OF WHICH 59,683 NEED SOME AGRICULTURAL SKILLS AND KNOWLEDGE. THESE DATA CALL FOR TRAINING NEEDS OF NEARLY 5,000 PERSONS ANNUALLY WITH SOME AGRIBUSINESS COMPETENCIES. EMPLOYERS EXPRESSED A DESIRE FOR 50 PERCENT OF THEIR NEW EMPLOYEES TO HAVE A HIGH SCHOOL EDUCATION AND NEARLY 50 PERCENT SPECIALIZED POSTSECONDARY TRAINING. 31 PERCENT TO BE VOCATIONAL-TECHNICAL GRADUATES, AND 15 PERCENT TO HAVE SOME COLLEGE EDUCATION. AGRIBUSINESS FIRMS INDICATED THEY EXPECT TO HIRE 30 PERCENT OF THEIR NEW PERSONNEL DIRECTLY FROM TRAINING INSTITUTIONS. THE INDUSTRY APPEARED WILLING TO COOPERATE IN A SCHOOL-EMPLOYER EDUCATION PROGRAM. THE DATA SUGGEST THAT TRAINING STATIONS IN AGRIBUSINESSES ARE AVAILABLE IN ADEQUATE NUMBERS. (MU)

VT 100 533

CAREER EDUCATION. LEADERSHIP IN LEARNING.

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX. MF AVAILABLE IN VT-ERIC SET. PUB DATE - 73 35P.

DESCRIPTORS - \*CAREER EDUCATION; \*EDUCATIONAL OBJECTIVES; \*EDUCATIONAL PHILOSOPHY; \*PROGRAM DESCRIPTIONS; \*STATEWIDE PLANNING IDENTIFIERS - \*ARIZONA

ABSTRACT - THIS REPORT OF THE ARIZONA STATE DEPARTMENT OUTLINES THE STATE'S EFFORTS AND ACHIEVEMENTS IN ADAPTING ITS EDUCATIONAL PROGRAMS TO THE CAREER EDUCATION PHILOSOPHY. CAREER EDUCATION PROJECTS IN 20 SCHOOL DISTRICTS OR COUNTIES OF THE STATE ARE DESCRIBED. SIX OBJECTIVES OF THE STATE INCLUDE THE DEVELOPMENT OR COMPLETION OF THE FOLLOWING: (1) A CAREER EDUCATION MATRIX WHICH WILL BE FLEXIBLE, CONCISE, UNDERSTANDABLE, AND LOCALLY-OWNED.



(2) A 10-YEAR PLAN WITH SPECIFIC OUTCOMES AND GUIDELINES, (3) A REVIEW AND EVALUATION SYSTEM FOR ALL LOCALLY-DEVELOPED CAREER EDUCATION MATERIALS, (4) GUIDELINES FOR EACH STATE PROJECT, (5) CAREER EDUCATION INFORMATION MATERIALS FOR COMMUNITY LEADERS THROUGHOUT THE STATE, AND (6) FOURTEEN 1-DAY WORKSHOPS, ONE IN EACH GEOGRAPHICAL AREA OF THE STATE. (MU)

VT 100 534

THE FEDERAL GOVERNMENT AS AN EMPLOYER OF THE UNSKILLED AND UNDEREDUCATED.

CIVIL SERVICE COMMISSION,  
WASHINGTON, D.C. BUREAU OF  
RECRUITING AND EXAMINING.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JAN73 14P.

DESCRIPTORS - \*EDUCATIONALLY  
DISADVANTAGED; \*EMPLOYMENT  
PROGRAMS; \*FEDERAL GOVERNMENT;  
\*MANPOWER DEVELOPMENT; \*UNSKILLED  
WORKERS; EMPLOYMENT OPPORTUNITIES;  
JOB TRAINING; VOCATIONAL  
DEVELOPMENT

ABSTRACT - DESCRIBED IN THIS DOCUMENT ARE THE VARIOUS APPROACHES BEING TAKEN BY THE FEDERAL GOVERNMENT TO EMPLOY POTENTIAL LABOR FORCE PARTICIPANTS WHOSE LACK OF PREPARATION HAS PREVENTED THEM FROM OBTAINING REGULAR EMPLOYMENT ELSEWHERE. SPECIFIC INFORMATIONAL TOPICS PRESENTED INCLUDE: (1) WORKING WITHIN THE MERIT SYSTEM, (2) THE WORKER-TRAINEE EXAMINATION, (3) JOB RESTRUCTURING, (4) UPWARD MOBILITY FOR LOWER LEVEL EMPLOYEES, (5) FEDERAL MANPOWER TRAINING PROGRAMS, (6) EQUAL EMPLOYMENT OPPORTUNITY, (7) VETERANS, (8) PUBLIC SERVICE CAREERS, (9) EMPLOYING THE MENTALLY RETARDED, (10) STUDENT EMPLOYMENT PROGRAMS, (11) OUTREACH--THE EXTRA STEP, (12) TRAINING FOR THE FOLLOW-THROUGH, AND (13) TECHNICAL ASSISTANCE FOR PUBLIC SERVICE EMPLOYERS. IN ADDITION, A SUMMARY IS PROVIDED. (SN)

VT 100 535

MORGAN, ALICE S., AND OTHERS  
PLACEMENT AND FOLLOW-UP STUDIES IN  
VOCATIONAL EDUCATION.

AUBURN UNIV., ALA. DEPT. OF  
VOCATIONAL AND ADULT EDUCATION.  
ALABAMA STATE DEPT. OF VOCATIONAL  
EDUCATION, MONTGOMERY.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - ND 24P.

DESCRIPTORS - \*EDUCATIONAL  
RESEARCH; \*JOB PLACEMENT;  
\*RESEARCH REVIEWS (PUBLICATIONS);

\*VOCATIONAL EDUCATION; \*VOCATIONAL  
FOLLOWUP; EDUCATIONAL NEEDS

ABSTRACT - PRESENTED BY VOCATIONAL EDUCATION AREAS, THIS REPORT REVIEWS THE RESEARCH ON THE PLACEMENT OF BOTH SECONDARY AND POSTSECONDARY STUDENTS IN THE UNITED STATES. PLACEMENT IS TYPICALLY VIEWED AS A SEPARATE ACTIVITY FROM THE EDUCATION PROGRAM. IDEALLY, SUCCESSFUL PLACEMENT SHOULD BE THE TARGET OF PROGRAMS OF EDUCATION AND TRAINING FOR EMPLOYMENT, AND THIS TARGET SHOULD CONTROL THE SELECTION OF PROGRAMS FOR WHICH TRAINING IS OFFERED. THE NATURE OF THE LEARNING EXPERIENCE, THE SELECTION OF STUDENTS TO BE TRAINED, AND THE COUNSELING ACTIVITIES INCIDENT TO THE PROGRAMS. THE LACK OF WELL-DEVELOPED PLACEMENT PROGRAMS MAY BE A CRUCIAL WEAKNESS OF MANY CURRENT PROGRAMS OF VOCATIONAL-TECHNICAL EDUCATION. (AUTHOR/MU)

VT 100 536

JORDAN, KENNETH C.  
NEW OPPORTUNITIES FOR WORK.  
INTERIM REPORT, FEB 1971-JUNE  
1972.

LEWISTON PUBLIC SCHOOL DISTRICT,  
MAINE.  
BUREAU OF ADULT, VOCATIONAL AND  
TECHNICAL EDUCATION (CHEW/OE),  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
OFC-O-7100652(361)  
PUB DATE - JUL72 90P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*EDUCATIONAL PLANNING;  
\*EDUCATIONAL PROGRAMS; \*PROGRAM  
DESCRIPTIONS  
IDENTIFIERS - \*LEWISTON SCHOOL  
SYSTEM; MAINE

ABSTRACT - RECORDING THE NOW PROGRAM FROM FEBRUARY 1971 TO JULY 1972, THIS INTERIM REPORT DEFINED GOALS, AND EXPLAINED PROCEDURES, RESULTS, AND ACHIEVEMENTS OF A PROJECT TO INTRODUCE THE CAREER EDUCATION CONCEPT INTO THE LEWISTON, MAINE SCHOOLS. THE MAJOR ACCOMPLISHMENT FOR THIS FIRST YEAR WAS THE ACCEPTANCE BY TEACHERS OF THE CONCEPT OF CAREER EDUCATION. RESOURCE CENTERS WERE DEVELOPED IN FOUR AREAS OF THE SCHOOL DISTRICT, THREE INFORMATION GUIDES WERE DEVELOPED AND DISTRIBUTED, AND STUDENTS WERE REQUESTING INVOLVEMENT. A FEDERAL EVALUATION TEAM PROVIDED LEADERSHIP AND GUIDANCE IN PROGRAM ACTIVITIES. CONTINUATION OF THE NOW PROGRAM WAS STRONGLY RECOMMENDED. (MU)

VT 100 537

OUTREACH FOR URBAN INNER CITY  
YOUTH. INTERIM REPORT, OCT-DEC,  
1972.

BEST COPY AVAILABLE

KANSAS CITY SCHOOL DISTRICT, MO.  
BUREAU OF ADULT, VOCATIONAL AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
OEG-0-71-1389(361)  
PUB DATE - 15JAN73 189P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*INNER CITY; \*JOB PLACEMENT;  
\*MOBILE EDUCATION SERVICES;  
\*OCCUPATIONAL INFORMATION  
IDENTIFIERS - \*KANSAS CITY;  
PROJECT OUTREACH

ABSTRACT - RECORDING THE PROGRESS  
OF PROJECT OUTREACH FROM OCTOBER  
1, 1972 TO DECEMBER 31, 1972, THIS  
REPORT HAS SUMMARIZED THE  
OBJECTIVES, PROCEDURES, RESULTS,  
EVALUATION, AND RECOMMENDATIONS OF  
A PROGRAM TO ASSIST INNER-CITY  
YOUTH OF KANSAS CITY TO RELATE  
SUCCESSFULLY TO THE WORLD OF WORK.  
A COMBINATION OF SCHOOL AND HOME-  
COMMUNITY APPROACH WAS USED. THE  
SCHOOL MODEL SOUGHT TO PROVIDE THE  
STUDENT WITH UNDERSTANDINGS AND  
ATTITUDES FAVORABLE TOWARD  
LEARNING ABOUT OCCUPATIONS,  
APPLYING FOR JOBS, AND  
PARTICIPATING IN JOB INTERVIEWS.  
THE HOME-COMMUNITY MODEL, THROUGH  
A MOBILE UNIT, PROVIDED  
COUNSELING, INFORMATION ON  
EMPLOYMENT, AND A JOB PLACEMENT  
SERVICE FOR BOTH YOUTHS AND  
ADULTS. A CONCLUSION WHICH HAS  
BEEN REACHED CONCERNS THE MOBILE  
UNIT. THE UNIT HAS ACCUMULATED A  
SET OF DATA THAT STRONGLY SUGGESTS  
THAT SUCH AN APPROACH IS ABLE TO  
REACH MANY OF THOSE PREVIOUSLY  
NEGLECTED. THIS WOULD IMPLY THAT A  
PROJECT NEEDS TO SEEK OUT ITS  
CLIENTS RATHER THAN OPEN AN OFFICE  
AND WAIT FOR PEOPLE TO COME IN.  
(AUTHOR/MU)

VT 100 538  
BUNNELL, LE ROY  
MOAB AREA VOCATIONAL CENTER. FINAL  
REPORT.

UTAH STATE BOARD FOR VOCATIONAL  
EDUCATION, SALT LAKE CITY.  
FOUR CORNERS REGIONAL COMMISSION,  
FARMINGTON, N. MEX.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - DEC70 137P.

DESCRIPTORS - \*AREA VOCATIONAL  
SCHOOLS; \*EDUCATIONAL  
SPECIFICATIONS; \*FACILITY  
REQUIREMENTS; \*PLANNING  
(FACILITIES); \*VOCATIONAL  
EDUCATION; BUILDING PLANS  
IDENTIFIERS - \*MOAB AREA  
VOCATIONAL CENTER; UTAH

ABSTRACT - RESEARCH OF COMMON  
NEEDS AND POSSIBLE SOLUTIONS,  
SURVEYS OF THE AREA, AND  
ACTIVITIES IN CONTRACTING FOR

ARCHITECT AND BUILDING CONTRACTOR  
SERVICES ARE REPORTED IN THIS  
ACCOUNTING OF A PROJECT TO  
ESTABLISH A VOCATIONAL CENTER AT  
MOAB, UTAH. NARPATED  
CHRONOLOGICALLY, THE REPORT  
REFLECTS SOME OF THE DAY-TO-DAY  
PROBLEMS ENCOUNTERED IN SUCH AN  
UNDERTAKING BY LOCAL SCHOOL  
OFFICIALS. IN A SEPARATE 72-PAGE  
SECTION EDUCATIONAL SPECIFICATIONS  
FOR THE MOAB VOCATIONAL CENTER ARE  
SET FORTH. (MU)

VT 100 539  
BLAI, BORIS, JR  
VOCATIONAL EDUCATION MANAGEMENT  
INFORMATION SYSTEM (VEMIS).

HARCUM JUNIOR COLL., BRYN MAWR,  
PA.  
MF AVAILABLE IN VT-ERIC SET.  
IRR-73-17  
PUB DATE - JUN73 5P.

DESCRIPTORS - \*GRADUATE SURVEYS;  
\*JUNIOR COLLEGES; VOCATIONAL  
EDUCATION; \*VOCATIONAL FOLLOWUP;  
ASSOCIATE DEGREES  
IDENTIFIERS - \*PENNSYLVANIA

ABSTRACT - THIS DOCUMENT CONTAINS  
THE INSTRUMENT USED IN THE FIRST  
FOLLOWUP SURVEY OF ASSOCIATE  
DEGREE OCCUPATIONAL PROGRAM  
GRADUATES FROM PENNSYLVANIA  
COLLEGES. TO EVALUATE THE  
EFFECTIVENESS OF SUCH PROGRAMS AS  
A SOURCE OF ENTRY-LEVEL SKILLED  
MANPOWER IN THE STATE'S ECONOMY,  
RETURNS FROM 4,713 RESPONDENTS OR  
62.7 PERCENT OF THOSE CONTACTED  
WERE ANALYZED. THE FINDINGS POINT  
OUT THAT: (1) CHOICE OF SCHOOL  
RELATES TO NEARNESS TO HOME,  
REPUTATION, AND PROGRAMS OFFERED,  
(2) MOST STUDENTS WORK WHILE IN  
SCHOOL, (3) MOST GRADUATES HEAD  
FOR THE LABOR MARKET OF ADVANCED  
WORK IN THEIR OCCUPATIONAL FIELD,  
(4) SCHOOL PLACEMENT IS AN  
IMPORTANT SOURCE OF JOB  
INFORMATION, AND (5) HALF THE  
GRADUATES CONTINUE THEIR EDUCATION  
AT 4-YEAR COLLEGES AND 49 PERCENT  
OF THESE DO SO IN BUSINESS-RELATED  
FIELDS. (MU)

VT 100 540  
THIRD ANNUAL REPORT OF THE  
VIRGINIA STATE ADVISORY COUNCIL ON  
VOCATIONAL EDUCATION IN VIRGINIA,  
ACADEMIC YEAR 1971-72.

VIRGINIA STATE ADVISORY COUNCIL ON  
VOCATIONAL EDUCATION, BLACKSBURG.  
MF AVAILABLE IN VT-ERIC SET.  
VIRGINIA STATE ADVISORY COUNCIL ON  
VOCATIONAL EDUCATION, 217 C DRAPER  
ROAD, N.W., P.O. BOX 0,  
BLACKSBURG, VA. 24060  
PUR DATE - OCT72 50P.

DESCRIPTORS - \*ADVISORY  
COMMITTEES; \*PROGRAM EVALUATION;



\*STATEWIDE PLANNING; \*VOCATIONAL  
EDUCATION  
IDENTIFIERS - \*VIRGINIA

ABSTRACT - THE SCOPE AND AVAILABILITY OF VOCATIONAL EDUCATIONAL PROGRAMS THROUGHOUT THE COMMONWEALTH ARE ASSESSED IN THIS 1973 ANNUAL REPORT AND RECOMMENDATIONS BASED ON THE EXISTING ORGANIZATIONAL STRUCTURE ARE MADE. THE VIRGINIA STATE PLAN PROVIDES THE THREE MAJOR TOPICS FOR REVIEW: (1) THE STATE OBJECTIVES AND PRIORITIES, (2) SERVING THE NEEDS OF THE PEOPLE, AND (3) CONSIDERATION OF THE RECOMMENDATIONS MADE IN THE 1972 REPORT. RECOMMENDATIONS FOR 1973 INCLUDE: (1) PLACEMENT ASSISTANCE AND FOLLOWUP, (2) COMMUNITY INPUT-LOCAL ADVISORY COUNCILS, (3) CAREER EDUCATION--K-16, (4) COOPERATIVE LEARNING-EARNING PROGRAMS, (5) ADDITIONAL FACILITIES FOR VOCATIONAL EDUCATION, (6) IMPLEMENTATION OF THE VIRGINIA EDUCATION REPORTING SYSTEM, (7) STANDARDS OF OCCUPATIONAL READINESS, AND (8) ARTICULATION OF VOCATIONAL EDUCATION AND LABOR DEMAND AND SUPPLY. (MU)

VT 100 541  
ANNUAL EVALUATION REPORT OF THE STATE ADVISORY COUNCIL ON VOCATIONAL AND TECHNICAL EDUCATION, FISCAL YEAR 1972. STATE OF HAWAII.

HAWAII STATE ADVISORY COUNCIL ON VOCATIONAL AND TECHNICAL EDUCATION, HONOLULU.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JAN73 38P.

DESCRIPTORS - \*ADVISORY COMMITTEES; \*PROGRAM EFFECTIVENESS; \*PROGRAM EVALUATION; \*VOCATIONAL EDUCATION; ANNUAL REPORTS; AREA VOCATIONAL SCHOOLS; COST EFFECTIVENESS; HIGH SCHOOLS  
IDENTIFIERS - \*HAWAII

ABSTRACT - THIS REPORT SUMMARIZES THE FINDINGS AND RECOMMENDATIONS OF THE HAWAIIAN ADVISORY COUNCIL REGARDING THE STATUS OF VOCATIONAL AND TECHNICAL EDUCATION IN THE STATE. FOLLOWING A BRIEF EXPLANATION OF THE DERIVATION OF THE STATE GOALS AND PRIORITIES UPON WHICH THE EVALUATION WAS BASED, ARE ASSESSMENTS OF: (1) THE EFFECTIVENESS OF VOCATIONAL PROGRAMS IN MEETING THE STATED NEEDS, AND (2) THE EFFECTIVENESS OF PREVIOUS COUNCIL RECOMMENDATIONS. AN APPENDIX CONTAINING AN OVERVIEW OF THE COUNCIL'S ORGANIZATIONAL ARRANGEMENT AND FUNCTIONS ARE GIVEN AS WELL AS A REVIEW OF THE

MAJOR ACTIVITIES ENGAGED IN DURING THE 1972 FISCAL YEAR. (SN)

VT 100 542  
DIXIE, THEODORE C.; WELCH, FREDERICK G.  
ALTERNATE PLANS IN THE EVENT OF WORK INTERRUPTION.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK. DEPT. OF VOCATIONAL EDUCATION.  
PENNSYLVANIA STATE DEPT. OF EDUCATION, HARRISBURG. BUREAU OF VOCATIONAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
CVE-MONOG-2  
PUB DATE - JUL73 29P.

DESCRIPTORS - \*COOPERATIVE EDUCATION; \*COOPERATIVE PROGRAMS; \*SCHOOL INDUSTRY RELATIONSHIP; \*VOCATIONAL EDUCATION; WORK EXPERIENCE

ABSTRACT - ONE OF THE PROBLEMS OF A COOPERATIVE EDUCATION PROGRAM IS THE POSSIBILITY OF JOB TERMINATION DUE TO WORK LAY-OFFS OR TO STUDENT FAILURE ON THE JOB. IN ORDER TO ASSURE CONTINUITY OF INSTRUCTION AND EXPERIENCE IN THE VOCATIONAL COOPERATIVE EDUCATION PROGRAM, A SYSTEMS APPROACH TO THE PROBLEM IS OFFERED THAT WILL PROVIDE ALTERNATE PLANS FOR STUDENT WORK EXPERIENCE. THE PLAN BEGINS WITH A CONSIDERATION OF THE INSTRUCTIONAL OBJECTIVE AND THE PREPARATION, IMPLEMENTATION, AND EVALUATION OF THE STEPS THAT ARE FOLLOWED TO ATTAIN IT. CHARACTERISTICS OF THE STUDENT-LEARNER ARE ASSESSED TO DETERMINE THE REQUIRED SET OF LEARNING TASKS. A REVIEW OF THE LITERATURE HAS PRODUCED A NUMBER OF STRATEGIES AS ALTERNATE PLANS THAT HAVE BEEN USED IN VARIOUS SITUATIONS: (1) SIMULATED EXPERIENCE IN THE CLASSROOM, (2) REDUCED HOURS OF CREDIT, (3) TRANSFER TO ANOTHER MORE SUITABLE PROGRAM, (4) ADOPTION OF THE PROJECT TRAINING METHOD, (5) ALLOWANCE OF MORE ON-SITE VISITATION BY THE COORDINATOR, AND (6) TRANSFER TO ANOTHER TRAINING STATION. (MU)

VT 100 543  
RUBINSKY, STANLEY; SMITH, NELSON F.  
AN INVESTIGATION OF THE FREQUENCY OF ACCIDENTS WITH SMALL POWER TOOLS.

RHODE ISLAND UNIV., KINGSTON. INJURY CONTROL RESEARCH LAB., PROVIDENCE, R.I.  
MF AVAILABLE IN VT-ERIC SET.  
DHEW-PUB-(HSM)-72-10004  
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (CATALOG NO. HE20.2859:70-3; \$.20)



PUB DATE - 72 22P.

BEST COPY AVAILABLE

DESCRIPTORS - \*ACCIDENT PREVENTION; \*ACCIDENTS; MACHINE TOOL OPERATORS; \*MACHINE TOOLS; \*SAFETY EDUCATION; SAFETY

ABSTRACT - SEVERAL APPROACHES WERE USED IN AN ATTEMPT TO GATHER DATA ON THE NATURE AND FREQUENCY OF ACCIDENTS AND ACCIDENTAL INJURIES TO OPERATORS OF POWER TOOLS IN INDUSTRY AND IN THE HOME. DATA ARE PRESENTED FROM GOVERNMENT, INDUSTRY, SCHOOL AND HOSPITAL SETTINGS. IT IS CONCLUDED THAT NO ADEQUATE STATISTICS ON SMALL POWER TOOL ACCIDENTS PRESENTLY EXIST, EVEN THOUGH MANY SUCH ACCIDENTS OCCUR EACH YEAR. A STUDY OF THE EFFECTIVENESS OF POWER TOOL SIMULATORS AND SIMULATED ACCIDENTS FOR DETERMINING THE CAUSE OF INJURY AND AS AN AID FOR TEACHING TOOL SAFETY WAS FOUND TO BE DESIRABLE. (AUTHOR)

VT 100 544

GOLDSTEIN, HAROLD M.; HOROWITZ, MORRIS A.  
IMPROVING THE UTILIZATION OF HEALTH MANPOWER. THIRD QUARTERLY REPORT.

NORTHEASTERN UNIV., BOSTON, MASS.  
DEPT. OF ECONOMICS.  
MANPOWER ADMINISTRATION (DOL),  
WASHINGTON, D.C. OFFICE OF  
RESEARCH AND DEVELOPMENT.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 15APR73 34P.

DESCRIPTORS - \*HEALTH PERSONNEL;  
\*HOSPITAL PERSONNEL; \*MANPOWER  
DEVELOPMENT; \*MANPOWER  
UTILIZATION; \*PARAMEDICAL  
OCCUPATIONS; CAREER LADDERS;  
INNOVATION; OCCUPATIONAL MOBILITY;  
PERSONNEL DATA; PERSONNEL POLICY

ABSTRACT - THIS RESEARCH HAS CONTINUED THE EFFORTS BEGUN IN 1967 TO RESTRUCTURE HOSPITAL JOBS OF HEALTH PERSONNEL IN AN ATTEMPT TO MAKE BETTER USE OF MANPOWER AND TO PROVIDE SOME UPWARD JOB MOBILITY POSSIBILITIES. CHANGES IN HOSPITAL PERSONNEL PRACTICES RESULTING FROM AN EARLIER RESEARCH STUDY OF CAMBRIDGE HOSPITAL IN BOSTON WERE EXAMINED TO DETERMINE THE POSSIBILITY OF INTRODUCING SIMILAR CHANGES INTO SMALL HOSPITALS AND RURAL MEDICAL CENTERS. A DISINTEREST IN THE CAMBRIDGE STUDY CHARACTERIZED THE RESPONSES OF THE 57 HOSPITAL ADMINISTRATORS TO WHOM IT WAS SENT. MEETINGS WERE HELD WITH NINE OF THEM AND FIVE AGREED TO PARTICIPATE. IN-DEPTH INTERVIEWS AND LENGTHY SITE VISITS WERE MADE AT THESE FIVE HOSPITALS. DATA INDICATE THAT TRANSLATING THE SUCCESSFUL INNOVATIONS IN HIRING,

TRAINING, AND UP-GRADING PARAPROFESSIONALS AT CAMBRIDGE INTO A PLAN THAT OTHER HOSPITALS CAN USE WILL INVOLVE CONTINUING WORK TO COMPLETE A MODEL FOR CHANGE THAT IS ADAPTABLE TO THE PECULIAR NEEDS OF EACH INSTITUTION. THE EARLIER RESEARCH IS AVAILABLE AS VT 008 971, VT 014 989, AND VT 014 990. (MU)

VT 100 545

CHRISTENSEN, JACK  
EVALUATION OF A VOCATIONAL EDUCATION PUBLIC INFORMATION PROGRAM. FINAL REPORT.

SAINT LOUIS REGIONAL INDUSTRIAL DEVELOPMENT CORP., MO.  
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT  
(DHEW/OE), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
OEG-0-72-4710  
PUB DATE - JUL73 412P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*INFORMATION DISSEMINATION;  
\*INFORMATION SYSTEMS; \*PROGRAM  
EVALUATION; \*VOCATIONAL EDUCATION;  
INFORMATION SERVICES; RESEARCH  
PROJECT; SECONDARY SCHOOLS  
IDENTIFIERS - ST. LOUIS

ABSTRACT - THE PURPOSES OF THIS RESEARCH ACTIVITY WERE: (1) TO EVALUATE A MODEL FOR TESTING A PUBLIC INFORMATION PROGRAM DESIGNED TO INCREASE THE AWARENESS OF HIGH SCHOOL CHILDREN IN CAREER EDUCATION, AND (2) TO ASSESS THE EFFECTIVENESS OF THE ST. LOUIS REGIONAL INDUSTRIAL DEVELOPMENT CORPORATION'S PUBLIC INFORMATION CAMPAIGN. A TOTAL OF 15 SCHOOLS WERE INVOLVED IN THE ACTUAL INVESTIGATION WHICH SURVEYED THE FOLLOWING DISSEMINATION FEATURES: (1) A CLASSROOM FILM AND SPEAKER PRESENTATION EXPLORING CAREER OPTIONS AND PROVIDING A POSTAGE-FREE CARD SO THAT STUDENTS COULD OBTAIN FURTHER INFORMATION FROM THE CAREER INFORMATION CENTER SHOULD THEY FEEL THE NEED TO DO SO, (2) MEDIA EXPOSURE THROUGH RADIO, TELEVISION, AND NEWSPAPERS, AND (3) A CAREER FAIR. OCCURRING FROM THIS STUDY WAS THE RECOMMENDATION THAT A MORE SPECIFIC FORM OF DISSEMINATION OF CAREER EDUCATION OPTIONS AND OPPORTUNITIES IS NEEDED. (AUTHOR/SN)

VT 100 546

FORMING CONSUMER ORGANIZATIONS.

OFFICE OF CONSUMER AFFAIRS,  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
SUPERINTENDENT OF DOCUMENTS, U.S.  
GOVERNMENT PRINTING OFFICE,  
WASHINGTON, D.C. 20402 (\$3.35)  
PUB DATE - 72 38P.

BEST COPY AVAILABLE

DESCRIPTORS - \*COMMUNITY ORGANIZATIONS; \*CONSUMER SCIENCE; \*CONSUMER EDUCATION; \*MANUALS; \*ORGANIZATIONS (GROUPS)

ABSTRACT - THIS PROCEDURAL MANUAL OF INSTRUCTIONS FOR FORMING VOLUNTARY GROUPS HAS BEEN PREPARED TO ASSIST CONSUMERS WHO FEEL THAT VOLUNTARY CONSUMER ORGANIZATIONS CAN BE THE MOST EFFECTIVE MEANS OF DEVELOPING AN AWARE AND INFORMED PUBLIC. STEP-BY-STEP INSTRUCTIONS OF ACTIONS TO BE TAKEN, CONDUCT OF MEETINGS TO BE HELD, AND FUNCTIONS OF OFFICERS AND COMMITTEES ARE OUTLINED. AN APPENDIX PROVIDES A SAMPLE CONSTITUTION AND BYLAWS AND A SAMPLE PRESS RELEASE FOR A VOLUNTARY CONSUMER ORGANIZATION. (AUTHOR/MU)

VT 100 547

SAMLER, JOSEPH  
THE VOCATIONAL COUNSELOR AND  
SOCIAL ACTION.

NATIONAL VOCATIONAL GUIDANCE ASSOCIATION, WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 69 23P. PAPER  
PRESENTED AT THE AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION CONVENTION (LAS VEGAS, NEVADA, APRIL 1, 1969).

DESCRIPTORS - \*COUNSELOR ATTITUDES; \*COUNSELOR PERFORMANCE; \*COUNSELOR ROLE; \*SOCIAL VALUE; \*SPEECHES; GUIDANCE COUNSELING; VOCATIONAL COUNSELING  
IDENTIFIERS - \*NATIONAL VOCATIONAL GUIDANCE ASSOCIATION; NVGA

ABSTRACT - THE PROBLEMS OF OUR SOCIETY IN 1969 ARE THOSE OF HUMAN DIGNITY, VIOLENCE, AND ESPECIALLY IN THE YOUTH, REVOLT, POVERTY, DISCRIMINATION, AND INJUSTICE HAVE TOUCHED OFF THE GHETTO RIOTS. IN THESE CIRCUMSTANCES THE OBLIGATIONS OF THE MEMBERS OF THE NATIONAL VOCATIONAL GUIDANCE ASSOCIATION (NVGA) ARE EVIDENT. THE COUNSELOR MUST EDUCATE HIMSELF IN POSITIVE RACIAL ATTITUDES AND SENSITIVITY TO CURRENT ISSUES. THE INFORMED COUNSELOR SHOULD FOLLOW A 4-PART PROGRAM CONCERNING: (1) COUNSELING AND ITS ASSOCIATED VALUES, (2) EMPLOYMENT AND TRAINING, (3) ACTION FOR FULL EMPLOYMENT, AND (4) ACTION AS A SCHOOL INNOVATOR. APART FROM THE ABNEGATION OF MORAL RESPONSIBILITY, WE MUST BE INVOLVED IF WE ARE TO SURVIVE. (AUTHOR/MU)

VT 100 548

MORGAN, ALICE S., AND OTHERS  
ABBREVIATED MANUAL OF  
INSTRUCTIONS: VOCATIONAL  
INFORMATION REPORTING SYSTEM.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
RD-R-11-A  
PUB DATE - 72 24P.

DESCRIPTORS - \*INFORMATION SYSTEMS; \*STATE PROGRAMS; \*TECHNICAL EDUCATION; \*VOCATIONAL EDUCATION; \*VOCATIONAL FOLLOWUP; MANUALS  
IDENTIFIERS - \*ALABAMA

ABSTRACT - THE REPORTING SYSTEM PRESENTED HERE WAS DESIGNED TO ACCOMMODATE INFORMATION NEEDS OF A RECURRING NATURE WHICH ARE COMMON TO MOST PROGRAMS ADMINISTERED BY THE ALABAMA STATE DIVISION OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION. FIVE FORMS ARE INCLUDED WHICH REPORT INFORMATION CONCERNING PERSONNEL, FACILITIES, ENROLLMENT, COMPLETIONS, AND FOLLOWUP. A MANUAL OF INSTRUCTIONS FOR USING THE SYSTEM IS AVAILABLE AS VT 100 559. (AUTHOR/MU)

VT 100 549

ACHILLES, CHARLES M.  
CAREER EDUCATION: K-12 AND BEYOND.  
(ACHILLES PAPER).

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - FEB 73 5P. PRESENTED AT THE ANNUAL CONVENTION OF THE AASA (105TH, ATLANTIC CITY, N.J., FEBRUARY 24-28, 1973).

DESCRIPTORS - \*CAREER EDUCATION; \*CITY WIDE PROGRAMS; \*INTEGRATED CURRICULUM; \*SPEECHES; \*VOCATIONAL EDUCATION  
IDENTIFIERS - \*PROJECT SPAN; MEMPHIS CITY SCHOOLS

ABSTRACT - THE FEDERAL SUPPORT OF CAREER EDUCATION HAS PROVIDED FUNDS FOR A PILOT PROGRAM IN THE MEMPHIS CITY SCHOOL SYSTEM THAT IS CALLED PROJECT SPAN (START PLANNING AHEAD NOW). A MAJOR PURPOSE OF THE PROJECT IS TO HELP STUDENTS BRIDGE THE GAP BETWEEN SCHOOL AND WORK. CAREER AWARENESS IN ELEMENTARY SCHOOL INVOLVES THE COGNITIVE, AFFECTIVE, AND PSYCHOMOTOR DOMAINS. TEACHERS LINK CAREER CLUSTERS TO CLASSROOM STUDIES IN MATHEMATICS, ART, READING, SCIENCE, AND SOCIAL STUDIES. JUNIOR HIGH STUDENTS ARE ENCOURAGED TO NARROW THEIR ATTENTION TO A FEW CAREER CLUSTERS TO EXPLORE IN DEPTH. CAREER PLACEMENT COORDINATORS WORK WITH SENIOR HIGH SCHOOL COUNSELORS IN ADVISING STUDENTS ON VOCATIONAL CLASSES DIRECTED TOWARD THEIR TENTATIVE CAREER OBJECTIVES. A COOPERATIVE WORK-STUDY PROGRAM IS



THE FOCUS OF THE SENIOR HIGH SCHOOL COURSES. TEACHERS ARE ENCOURAGED TO PRODUCE THEIR OWN UNITS OF INSTRUCTION AT ALL GRADE LEVELS IN THE PROGRAM. (MU)

VT 100 550  
PROJECT PASS: FINAL PROJECT REPORT.

GRANT JOINT UNION HIGH SCHOOL DISTRICT, SACRAMENTO, CALIF. CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF PROGRAM PLANNING AND DEVELOPMENT. MF AVAILABLE IN VT-ERIC SET. PUB DATE - 30JUN71 25P.

DESCRIPTORS - \*DEMONSTRATION PROJECTS; \*JOB TRAINING; \*POTENTIAL DROPOUTS; \*VOCATIONAL DEVELOPMENT; \*VOCATIONAL EDUCATION; DROPOUT PREVENTION; SECONDARY GRADES

ABSTRACT - THIS REPORT HIGHLIGHTS THE ACTIVITIES AND ACCOMPLISHMENTS OF A VOCATIONALLY-ORIENTED PROJECT DESIGNED TO MEET THE NEEDS OF POTENTIAL JUNIOR AND SENIOR HIGH SCHOOL DROPOUTS. SPECIFICALLY, THE PROJECT HAS AS ITS OBJECTIVE, TO CREATE AN ACTIVE VOCATIONAL TRAINING PROGRAM COMPLETE WITH ACADEMIC UNITS IN TWO-PERIOD BLOCKS FOR THE PURPOSE OF PREPARING STUDENT PARTICIPANTS WITH MARKETABLE SKILLS BEFORE THEIR GRADUATION. THE MAJOR TRAINING AREAS EMPHASIZED IN PROJECT PASS WERE: (1) ORNAMENTAL HORTICULTURE, (2) APPLICANCE MOTOR-ENGINE MAINTENANCE, (3) A/C ELECTRONICS SUB-ASSEMBLY REPAIR, AND (4) A/C METAL TRADES AND PLASTICS REPAIR. (SN)

VT 100 551  
THIRD ANNUAL EVALUATION REPORT ON VOCATIONAL EDUCATION (MONTANA).

MONTANA STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION, HELENA. MF AVAILABLE IN VT-ERIC SET. PUB DATE - DEC72 47P.

DESCRIPTORS - \*ADVISORY COMMITTEES; \*ANNUAL REPORTS; \*PROGRAM EVALUATION; \*STATEWIDE PLANNING; \*VOCATIONAL EDUCATION IDENTIFIERS - \*MONTANA

ABSTRACT - IN ITS ANNUAL EVALUATION OF THE VOCATIONAL PROGRAM IN MONTANA, THE MONTANA ADVISORY COUNCIL FOR VOCATIONAL EDUCATION DIRECTED ITS REPORTING TO FOUR AREAS OF CONCERN: (1) THE STATE'S GOALS AND PRIORITIES, (2) EFFECTIVENESS OF MEETING PEOPLES' NEEDS, (3) ACTION ON PREVIOUS RECOMMENDATIONS, AND (4) WHAT STUDENTS, TEACHERS, COUNSELORS, AND LOCAL ADMINISTRATORS SAY ABOUT VOCATIONAL EDUCATION. THE COUNCIL

RECOMMENDED THAT: (1) PLANNING FOR VOCATIONAL EDUCATION BE BASED ON EMPLOYMENT DATA AND BE COMPATIBLE WITH MANPOWER DATA, (2) THE DISADVANTAGED RECEIVE A HIGH PRIORITY FOR TRAINING, (3) JOB PLACEMENT COUNSELORS BE STRATEGICALLY PLACED IN THE STATE TO COOPERATE WITH THE EMPLOYMENT SECURITY DIVISION FOR PROVIDING JOB PLACEMENT ASSISTANCE FOR STUDENTS, AND (4) LOCAL DISTRICTS BE ENCOURAGED IN PROVIDING MORE ADULT VOCATIONAL EDUCATION. (MU)

VT 100 552  
TRAINING AND TECHNOLOGY. 1972 ANNUAL REPORT AND STATISTICAL SUPPLEMENT.

OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.; UNION CARBIDE CORP., OAK RIDGE, TENN. NUCLEAR DIV. MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. OFFICE OF RESEARCH AND DEVELOPMENT. MF AVAILABLE IN VT-ERIC SET. PUB DATE - MAR73 66P.

DESCRIPTORS - \*ANNUAL REPORTS; \*JOB TRAINING; \*MANPOWER DEVELOPMENT; \*VOCATIONAL DEVELOPMENT; EDUCATIONAL PROGRAMS; PROJECTS IDENTIFIERS - \*TRAINING AND TECHNOLOGY PROGRAM; TAT

ABSTRACT - THIS REPORT SUMMARIZES THE MAJOR ACCOMPLISHMENTS AND ACTIVITIES OF THE TRAINING AND TECHNOLOGY (TAT) PROGRAM FOR THE CALENDAR YEAR, 1972. SPECIFIC SECTIONS OF THE REPORT INCLUDE: (1) A DESCRIPTIVE NARRATIVE HIGHLIGHTING DEVELOPMENTS AND CHANGES IN THE INDUSTRIAL SKILL AND TECHNICAL TRAINING COMPONENT, (2) A DOCUMENTATION OF THE RESEARCH AND DEVELOPMENT EFFORTS CONDUCTED IN THE AREA OF TRAINING AND TECHNOLOGY MANPOWER, AND (3) AN ANALYSIS OF THE DATA COLLECTED ANNUALLY ON TRAINEES IN THE PROGRAM AND THE INDICES BY WHICH THE TRAINING MAY BE EVALUATED. (SN)

VT 100 553  
RONEY, ROBERT K. CAREER EDUCATION, K-12 AND BEYOND. (RONEY PAPER).

AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS, WASHINGTON, D.C. MF AVAILABLE IN VT-ERIC SET. PUB DATE - FEB73 3P. PRESENTED AT THE ANNUAL CONVENTION OF THE AMERICAN ASSOC. OF SCHOOL ADMINISTRATORS (105TH, ATLANTIC CITY, N.J., FEBRUARY 24-28, 1973).

DESCRIPTORS - \*CAREER EDUCATION; \*VOCATIONAL EDUCATION; ELEMENTARY GRADES; INTEGRATED CURRICULUM; OCCUPATIONAL INFORMATION;



SECONDARY GRADES; SPEECHES  
IDENTIFIERS - \*PROJECT SPAN;  
MEMPHIS CITY SCHOOLS

BEST COPY AVAILABLE

ABSTRACT - THE FIRST YEAR OF PROJECT SPAN (START PLANNING AHEAD NOW) IN THE MEMPHIS CITY SCHOOLS WAS USED MAINLY IN DEVELOPMENTAL ACTIVITIES. POSITIVE ATTITUDES OF PUPILS TOWARD THE WORLD OF WORK WERE SOUGHT AND INSERVICE TEACHER EDUCATION WAS BEGUN FOR GRADES K-6. FOR GRADES 7 THROUGH 9, MATERIALS WERE DEVELOPED AND FIELD TESTED FOR USE IN INDUSTRIAL ARTS AND HOME ECONOMIC CLASSES AND OCCUPATIONAL INFORMATION WAS INTEGRATED INTO THE CURRICULUMS OF ENGLISH AND SOCIAL STUDIES. HIGH SCHOOL JOB PLACEMENT WAS PROVIDED BOTH IN THE COOPERATIVE EDUCATION CLASSES AND AT THE END OF THE TWELFTH GRADE. (MU)

VT 100 554  
KING, SUE J., ED.  
CATALOG OF PUBLICATIONS.

NORTH CAROLINA STATE UNIV.,  
RALEIGH. CENTER FOR OCCUPATIONAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 38P.

DESCRIPTORS - \*CATALOGS;  
\*PUBLICATIONS; \*RESEARCH;  
\*VOCATIONAL EDUCATION; ANNOTATED  
BIBLIOGRAPHIES; DIVIDED CATALOGS  
IDENTIFIERS - \*CENTER FOR  
OCCUPATIONAL EDUCATION

ABSTRACT - THIS CATALOG OF PUBLICATIONS IS DIVIDED INTO TWO MAJOR SECTIONS: (1) THE TOPICAL PUBLICATIONS LIST, AND (2) THE SERIES INDEX. ANNOTATED ENTRIES INCLUDED IN THE FIRST SECTION ARE GROUPED UNDER 13 GENERAL TOPICAL HEADINGS WHICH IDENTIFY MAJOR RESEARCH THRUSTS OF THE CENTER FOR OCCUPATIONAL EDUCATION. THE SERIES INDEX, ON THE OTHER HAND, IS A SEQUENTIAL LISTING OF THE REPORTS IN EACH OF THE CENTER'S SEVERAL CURRENT PUBLICATIONS SERIES. TOPICAL CROSS REFERENCES TO THE PUBLICATIONS LIST ARE INCLUDED FOR EACH REPORT AND THOSE CURRENTLY IN PRESS ARE SO NOTED IN THEIR PROPER ORDER OF OCCURRENCE. (AUTHOR/SN)

VT 100 555  
WOMEN IN THE FOREST SERVICE.

FOREST SERVICE (DOA), WASHINGTON,  
D.C.  
MF AVAILABLE IN VT-ERIC SET.  
SUPERINTENDENT OF DOCUMENTS, U.S.  
GOVERNMENT PRINTING OFFICE,  
WASHINGTON, D.C. 20402 (S/N 0100-  
02641, \$.10)  
PUB DATE - SEP72 14P. REVISED  
EDITION.

DESCRIPTORS - \*CAREER

OPPORTUNITIES; \*FEMALES;  
\*FORESTRY; \*FORESTRY OCCUPATIONS;  
\*OCCUPATIONAL INFORMATION;  
CAREERS; PAMPHLETS

ABSTRACT - THIS PAMPHLET CONTAINS INFORMATION ON CAREER OPPORTUNITIES FOR WOMEN IN THE AREA OF FOREST SERVICE. TOPICS DISCUSSED INCLUDE: (1) THE FOREST SERVICE AND ITS WORK, (2) PROFESSIONAL CAREERS, AND (3) THE WAY TO A CAREER IN THE FOREST. AS AN ADDED SOURCE OF INFORMATION, ADDRESSES OF REGIONAL FOREST SERVICE OFFICES ARE PROVIDED. (SN)

VT 100 556  
APPRENTICE TRAINING: SURE WAY TO A  
SKILLED CRAFT.

MANPOWER ADMINISTRATION (DOL),  
WASHINGTON, D.C. BUREAU OF  
APPRENTICESHIP AND TRAINING.  
MF AVAILABLE IN VT-ERIC SET.  
SUPERINTENDENT OF DOCUMENTS, U.S.  
GOVERNMENT PRINTING OFFICE,  
WASHINGTON, D.C. 20402 (S/N 2906-  
00006, \$.20)  
PUB DATE - 73 10P.

DESCRIPTORS - \*APPRENTICESHIPS;  
\*CAREER OPPORTUNITIES;  
\*EDUCATIONAL OPPORTUNITIES;  
OCCUPATIONAL INFORMATION;  
PAMPHLETS

ABSTRACT - THIS PAMPHLET CONTAINS INFORMATION ON APPRENTICE TRAINING AND ITS ADVANTAGES. SPECIFIC ISSUES DISCUSSED INCLUDE: (1) HOW APPRENTICESHIP PROGRAMS OPERATE, (2) WHO QUALIFIES, (3) OPPORTUNITIES AVAILABLE, (4) APPRENTICE SALARIES, (5) DEMANDS OF THE PROGRAM, (6) HOW TO OBTAIN INFORMATION ON THE SUBJECT, AND (7) JOBS WHICH REQUIRE APPRENTICESHIP. (SN)

VT 100 557  
MORGAN, ALICE S., COMP.  
INDEX TO "QUERY" COMPUTER  
SEARCHES, NOVEMBER 1970-DECEMBER  
1972. (ALABAMA).

ALABAMA STATE DEPT. OF EDUCATION,  
MONTGOMERY. DIV. OF VOCATIONAL-  
TECHNICAL AND HIGH FR EDUCATION;  
AUBURN UNIV., ALA. DEPT. OF  
VOCATIONAL AND ADULT EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
RD-R-12  
PUB DATE - 72 50P.

DESCRIPTORS - \*INDEXES (LOCATORS);  
\*INFORMATION RETRIEVAL;  
\*INFORMATION SYSTEMS; \*SEARCH  
STRATEGIES; INFORMATION  
DISSEMINATION; INFORMATION  
SERVICES; PERMUTED INDEXES;  
VOCATIONAL EDUCATION  
IDENTIFIERS - \*QUERY COMPUTER  
SEARCH INDEX

ABSTRACT - THIS INDEX WAS DESIGNED TO FACILITATE MORE EFFECTIVE USE OF THE "QUERY" COMPUTER SEARCH SYSTEM ON THE PART OF USERS AND POTENTIAL USERS. INCLUDED ARE AN INTRODUCTION AND THREE SECTIONS CONTAINING INFORMATION ON THE FOLLOWING TOPICS: (1) USE OF THE INDEX AND THE SEARCH REQUEST FORM, (2) SUBJECT INDEX TO COMPUTER SEARCHES, AND (3) LIST OF COMPUTER SEARCHES BY SEARCH NUMBER. IN ADDITION, RIE AND CIJE REPORT RESUMES ARE GIVEN AS WELL AS A LIST OF THE ERIC CLEARINGHOUSES. (SN)

VT 100 558

MORGAN, ALICE S.  
IMPLEMENTATION OF A MICROFICHE DUPLICATION AND DISSEMINATION SERVICE IN ALABAMA: A FEASIBILITY STUDY.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION. MF AVAILABLE IN VT-ERIC SET. R&D-R-13  
PUB DATE - 73 25P.

DESCRIPTORS - \*INFORMATION DISSEMINATION; \*INFORMATION NEEDS; \*INFORMATION NETWORKS; \*MICROFICHE; \*RESEARCH COORDINATING UNITS; EDUCATIONAL RESEARCH  
IDENTIFIERS - \*ALABAMA  
OCCUPATIONAL AND DEVELOPMENT UNIT; ALABAMA

ABSTRACT - A FUNCTION OF THE ALABAMA OCCUPATIONAL RESEARCH AND DEVELOPMENT UNIT IS SEEN TO BE ONE OF DISSEMINATING VOCATIONAL EDUCATION RESEARCH AND RELATED MATERIALS TO USERS IN THE STATE. COST OF PURCHASING MICROFICHE COPIES FROM THE ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) (65 PER TITLE) ARE COMPARED WITH THE COST OF REPRODUCING THEM ON A MICROFICHE READER-PRINTER (10 PER MICROFICHE). THE TIME DIFFERENCES FOR SERVICE ARE COMPARED (TEN DAYS VS. 24 HOURS). OF THE 212 PERSONS SURVEYED, 143 RESPONDED TO QUESTIONS INDICATING 42 LOCATIONS IN 25 COUNTIES IN THE STATE WITH MICROFICHE READERS AND READER-PRINTERS. FROM THE STUDY IT APPEARS NECESSARY THAT A DISSEMINATION SYSTEM BE ESTABLISHED WITHIN THE STATE TO SERVE THE NEEDS OF VOCATIONAL EDUCATORS OF ALABAMA. (AUTHOR/MU)

VT 100 559

HILL, RAYMOND, AND OTHERS  
VOCATIONAL INFORMATION REPORTING SYSTEM: MANUAL OF INSTRUCTIONS.

ALABAMA STATE DEPT. OF EDUCATION,

BEST COPY AVAILABLE

MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION. MF AVAILABLE IN VT-ERIC SET. R&D-R-10  
PUB DATE - 72 95P.

DESCRIPTORS - \*DATA COLLECTION; \*INFORMATION SYSTEMS; \*MANAGEMENT INFORMATION SYSTEMS; \*MANUALS; \*VOCATIONAL EDUCATION; COMPUTER STORAGE DEVICES; INFORMATION STORAGE  
IDENTIFIERS - \*ALABAMA

ABSTRACT - THESE INSTRUCTIONS FOR USING THE SYSTEM DESCRIBED IN VT 100 548 ARE FOR THE TEACHERS OF VOCATIONAL PROGRAMS AS THEY RECORD DATA ON EACH OF THE FIVE FORMS WHICH CONSTITUTE THE SYSTEM. PRELIMINARY INSTRUCTIONS DESCRIBE THE GENERAL DESIGN OF THE CARDS ON WHICH DATA ARE RECORDED, NAMING AND LOCATING EACH FEATURE OF THE CARD. GENERAL DATA FOR THE FIVE TYPES OF REPORTS (PERSONNEL, FACILITY, ENROLLMENT, COMPLETION, AND FOLLOWUP) ARE ILLUSTRATED BY SAMPLES OF RIGHT AND WRONG ENTRIES ON THE CARDS. EACH OF THE FIVE TYPES OF REPORTS IS DISCUSSED SEPARATELY. AN APPENDIX LISTS THE CODES TO BE USED FOR EACH COUNTY AND SCHOOL IN ALABAMA AND DESCRIBES A STUDENT FOLLOWUP CARD FOR STATEWIDE STUDY. (MU)

VT 100 560

BARNES, JAMES R., AND OTHERS  
A STUDY OF EMPLOYMENT OPPORTUNITIES IN COSMETOLOGY IN ALABAMA.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION. MF AVAILABLE IN VT-ERIC SET. R&D-R-4  
PUB DATE - 71 22P.

DESCRIPTORS - \*COSMETOLOGISTS; \*EMPLOYMENT OPPORTUNITIES; \*EMPLOYMENT POTENTIAL; \*EMPLOYMENT STATISTICS; \*MANPOWER NEEDS; COSMETOLOGY; PERSONNEL DATA  
IDENTIFIERS - \*ALABAMA

ABSTRACT - QUESTIONNAIRES WERE SENT TO A 10 PERCENT RANDOM SAMPLE OF THE 3,930 COSMETOLOGY BUSINESSES IN ALABAMA TO DETERMINE THE EMPLOYMENT OPPORTUNITIES IN ALABAMA IN THE FIELD. RESPONSES FROM 161 FIRMS WERE ANALYZED BY SIMPLE FREQUENCY DISTRIBUTIONS, PERCENTAGES, AND MEASURES OF CENTRAL TENDENCIES. FINDINGS SHOW THAT FROM 1966 TO 1970 TOTAL EMPLOYMENT INCREASED BY 73.2 PERCENT, THE GREATEST JOB MOBILITY OCCURRED IN SMALLER BUSINESSES



WITHIN THE AGE GROUP OF UNDER 25. TOTAL MOBILITY, INCLUDING JOB MOBILITY AND OCCUPATIONAL MOBILITY AS WELL AS OCCUPATIONAL LEAVERS DUE TO DEATH, RETIREMENT AND QUITTERS, WAS 24 PERCENT OF THE TOTAL EMPLOYMENT IN THE FIELD. DATA INDICATED THAT IF ALL PRESENT VACANCIES WERE FILLED, TOTAL EMPLOYMENT WOULD INCREASE BY OVER 20 PERCENT. (AUTHOR/MU)

VT 100 561  
BARNES, JAMES R.; BAKER, RICHARD A.  
EMPLOYMENT OPPORTUNITIES FOR WORKERS IN SALES AND RELATED OCCUPATIONS IN ALABAMA.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION. MF AVAILABLE IN VT-ERIC SET.  
R&D-R-6  
PUB DATE - 71 33P.

DESCRIPTORS - \*EMPLOYMENT OPPORTUNITIES; \*OCCUPATIONAL INFORMATION; \*RETAILING; \*SALES WORKERS; \*WHOLESALE; EMPLOYMENT POTENTIAL; EMPLOYMENT PRACTICES; EMPLOYMENT TRENDS  
IDENTIFIERS - \*ALABAMA

ABSTRACT - QUESTIONNAIRES WERE SENT TO 2,331 RETAIL, WHOLESALE, AND SERVICE BUSINESSES IN ALABAMA TO DETERMINE THE EMPLOYMENT OPPORTUNITIES IN THESE OCCUPATIONAL AREAS IN THE STATE. OVER 80 PERCENT WERE MAILED TO BUSINESSES IN MONTGOMERY, LEE, AND RUSSELL COUNTIES AND THE REMAINDER TO MEMBERS OF THE ALABAMA COUNCIL OF RETAIL MERCHANTS THROUGHOUT THE STATE. TWENTY-SIX PERCENT WERE RETURNED FOR 607 USABLE REPLIES. SIGNIFICANT FINDINGS INCLUDED: (1) SERVICE BUSINESSES REPORTED 52.4 PERCENT OF THE TOTAL EMPLOYMENT REPORTED, RETAIL, 37.4 PERCENT, AND WHOLESALE, 10.2 PERCENT; (2) RETAIL BUSINESSES EMPLOYED 79 PERCENT OF THEIR WORKERS FULL TIME WITH THE GREATEST MOBILITY AND THE HIGHEST TURNOVER OF EMPLOYEES REPORTED; AND (3) SALES AND RELATED OCCUPATIONS ACCOUNTED FOR APPROXIMATELY 53.7 PERCENT OF THE TOTAL EMPLOYMENT OF THE BUSINESSES SURVEYED. (MU)

VT 100 562  
BAKER, RICHARD A.  
EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION. MF AVAILABLE IN VT-ERIC SET.

BEST COPY AVAILABLE

PUB DATE - 71 19P.

DESCRIPTORS - \*CLERICAL WORKERS; \*COMPUTER SCIENCE EDUCATION; \*DATA PROCESSING OCCUPATIONS; \*OFFICE OCCUPATIONS EDUCATION; \*VOCATIONAL EDUCATION  
IDENTIFIERS - \*ALABAMA; KEYPUNCH OPERATORS

ABSTRACT - TO PROVIDE PLANNERS OF VOCATIONAL EDUCATION PROGRAMS WITH INSIGHT TO THE DEMAND FOR DATA PROCESSING WORKERS IN ALABAMA, QUESTIONNAIRES WERE MAILED TO COMPANIES IN THE STATE THAT HAD BEEN EARLIER IDENTIFIED BY PHONE CALLS, DIRECTORY SEARCHES, AND COMPUTER SALES OFFICES TO BE USED TO SUPPLY DATA FOR THE STUDY. THE MOST SIGNIFICANT EMPLOYMENT DATA AND THEIR PROJECTIONS INCLUDED: (1) EMPLOYMENT IN DATA PROCESSING REFLECTED A CONSTANT ANNUAL GROWTH AND REPLACEMENT RATE OF 12 TO 14 PERCENT DURING THE LAST FIVE YEARS, (2) INCREASE IN COMPUTER INSTALLATIONS FOR THE PERIOD 1968 TO 1970 WAS 8.5 PERCENT, (3) THE PROJECTED 5-YEAR ANNUAL GROWTH AND REPLACEMENT DEMAND FOR DATA PROCESSING WORKERS FOR THE STATE IS 403, OF WHICH HALF WILL BE IN KEYPUNCH OPERATORS. (AUTHOR/MU)

VT 100 563  
WILDER, ROBERT A.  
A STUDY INTO THE NEED FOR SAFETY TECHNICIANS BY INDUSTRY IN MEMPHIS AND VICINITY.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - MAY73 61P. M.S.  
THESIS, MEMPHIS STATE UNIV., TENN.

DESCRIPTORS - \*ACCIDENT PREVENTION; \*HUMAN ENGINEERING; \*SAFETY; \*SAFETY EDUCATION; EDUCATIONAL NEEDS; MASTERS THESES  
IDENTIFIERS - \*STATE TECHNICAL INSTITUTE OF MEMPHIS

ABSTRACT - TO DETERMINE THE NEED FOR AN INDUSTRIAL SAFETY PROGRAM AT THE STATE INSTITUTE OF MEMPHIS, QUESTIONNAIRES WERE SENT TO PERSONNEL DIRECTORS OF 100 COMPANIES IN THE MEMPHIS AREA SELECTED FROM FOUR GROUPS OF FIRMS CLASSIFIED ACCORDING TO THE NUMBER OF EMPLOYEES. FINDINGS INDICATED THAT: (1) ALL FIRMS HAD SOME KIND OF SAFETY PROGRAM AND 50 HAD A FORMAL SAFETY PROGRAM; (2) FIVE COMPANIES HAD NO SAFETY PERSONNEL, 11 HAD SAFETY ENGINEERS WITH BACHELOR DEGREES, AND 37 FIRMS HAD SAFETY PERSONNEL WHO HAD NO FORMAL SAFETY TRAINING; AND (3) MANAGEMENT'S SUPPORT OF SAFETY PROGRAMS WAS STRONG. RECOMMENDATIONS WERE MADE THAT THE STATE TECHNICAL INSTITUTE OF MEMPHIS SHOULD INCLUDE INDUSTRIAL



SAFETY SPECIALIZATION IN ITS CURRICULUM AND OFFER A CONDENSED INDUSTRIAL SAFETY CURRICULUM. (MJ)

# VT 100 564

ABSTRACTS OF EXEMPLARY PROJECTS IN VOCATIONAL EDUCATION.

OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUN73 152P.

DESCRIPTORS - \*ABSTRACTS;  
\*DEMONSTRATION PROJECTS; \*RESEARCH  
PROJECTS; \*VOCATIONAL EDUCATION;  
PROJECTS

ABSTRACT - THIS BOOKLET PROVIDES  
BACKGROUND INFORMATION ON THE  
FUNDED VOCATIONAL EXEMPLARY  
PROJECTS IN OPERATION DURING THE  
PERIOD FROM 1970-1973. CONTAINED  
ARE: (1) A GENERAL INTRODUCTION  
AND OVERVIEW OF THE PROJECTS'  
ORIGINS, (2) ABSTRACTS OF THE  
ACTIVITIES BEING UNDERTAKEN IN  
EACH OF THE PROJECTS, AND (3)  
DESCRIPTIVE ANALYSES OF THE  
EFFORTS OF EACH PROJECT OPERATION.  
(SN)

# VT 100 565

PROCEEDINGS OF THE COORDINATING  
CONFERENCE OF STATE-LEVEL AND  
LOCAL-LEVEL DIRECTORS OF CAREER  
EDUCATION PROJECTS FUNDED UNDER  
SECTION 142(C) OF PART D AND  
SECTION 131(A) OF PART C OF PUBLIC  
LAW 90-576.

OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JUN73 101P.  
CONFERENCE HELD AT WARRENTON, VA.  
DECEMBER 17-19, 1972.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CONFERENCE REPORTS;  
\*DEMONSTRATION PROJECTS;  
\*VOCATIONAL DIRECTORS; MEETINGS;  
PROGRAM COORDINATION; VOCATIONAL  
EDUCATION

ABSTRACT - THIS DOCUMENT CONTAINS  
A SUMMARY OF THE PROCEEDINGS OF A  
CAREER EDUCATION COORDINATING  
CONFERENCE HELD DURING THE PERIOD  
OF DECEMBER 17-19, 1972. ATTENDING  
THE CONFERENCE WERE STATE AND  
LOCAL-LEVEL CAREER EDUCATION  
DIRECTORS OF PROJECTS BEING FUNDED  
UNDER SPECIFIC SECTIONS OF PUBLIC  
LAW 90-576. CONTENTS OF THE REPORT  
INCLUDE: (1) A BACKGROUND AND  
INTRODUCTION, (2) AN OVERVIEW OF  
THE CONFERENCE, (3) HIGHLIGHTS OF  
THE GENERAL SESSIONS, AND (4)  
REFERENCES. IN ADDITION,  
APPENDICES CONTAINING A CONFERENCE

ANNOUNCEMENT, LIST OF THE  
PARTICIPANTS, AND CONFERENCE  
AGENDA ARE PROVIDED. (SN)

# VT 100 566

GILBERTSON, CARLYLE W., AND OTHER

ARTICULATION OF OCCUPATIONAL  
ORIENTATION, EDUCATION, AND  
PLACEMENT IN PRIVATE AND PUBLIC  
ELEMENTARY, SECONDARY, AND POST-  
SECONDARY SCHOOLS. EVALUATION  
REPORT (SECOND YEAR).

WISCONSIN STATE BOARD OF  
VOCATIONAL, TECHNICAL AND ADULT  
EDUCATION, SHEBOYGAN. DISTRICT II.  
BUREAU OF ADULT, VOCATIONAL AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
DEG-O-71-1027 (361)  
PUB DATE - MAY73 150P.

DESCRIPTORS - \*DEMONSTRATION  
PROJECTS; \*EVALUATION; \*VOCATIONAL  
DEVELOPMENT; \*VOCATIONAL  
EDUCATION; ELEMENTARY GRADES; POST  
SECONDARY EDUCATION; PROGRAM  
EVALUATION; SECONDARY GRADES

ABSTRACT - PRESENTED IN THIS  
DOCUMENT IS A SECOND-YEAR  
EVALUATIVE ASSESSMENT OF A THREE-  
YEAR VOCATIONALLY-ORIENTED  
EXEMPLARY PROJECT WHICH WAS  
DESIGNED TO DEVELOP AND IMPLEMENT  
A MODEL PROGRAM THAT WOULD UTILIZE  
A COMPREHENSIVE APPROACH TO  
PROVIDING VOCATIONAL EDUCATION  
OPPORTUNITIES TO A VARIETY OF  
PERSONS AT ALL AGES AND GRADE  
LEVELS. BASIC CONTENTS OF THE  
REPORT IN ORDER OF THEIR  
OCCURRENCE BY CHAPTER INCLUDE: (1)  
OBJECTIVES OF THE EVALUATION, (2)  
THE METHODS AND PROCEDURES  
EMPLOYED, (3) RESULTS OF THE  
SECOND YEAR PROJECT OPERATIONS,  
AND (4) RECOMMENDATIONS.  
SUPPLEMENTING THE EVALUATION ARE  
SEVERAL STATISTICAL TABLES, TWO  
APPENDICES CONTAINING A SUMMARY OF  
THE RESPONSES PROVIDED ON THE  
CAREER PLANNING SURVEY  
ADMINISTERED TO GRADES 9-14, AND  
SAMPLES OF THE SURVEY INSTRUMENTS  
USED. TWO RELATED REPORTS, ONE, AN  
INTERIM REPORT, AND THE OTHER, A  
FIRST PROJECT EVALUATION, MAY BE  
OBTAINED AS ED 080 696 AND ED 073  
298. (SN)

# VT 100 567

DIRECTORY OF PRIVATE SCHOOLS IN  
FLORIDA OFFERING VOCATIONAL  
COURSES APPROVED FOR THE TRAINING  
OF VETERANS AND ELIGIBLE PERSONS.  
JANUARY 1973.

FLORIDA STATE DEPT. OF COMMERCE,  
TALLAHASSEE. STATE APPROVING  
AGENCY FOR VETERANS TRAINING. FOR  
VETERANS TRAINING.  
MF AVAILABLE IN VT-ERIC SET.

PUB DATE - JAN73 23P.

BEST COPY AVAILABLE

DESCRIPTORS - \*DIRECTORIES;  
 \*VETERANS; \*VETERANS EDUCATION;  
 \*VOCATIONAL EDUCATION  
 IDENTIFIERS - \*FLORIDA

ABSTRACT - THIS DIRECTORY LISTS THE NAMES OF INSTITUTIONS IN FLORIDA THAT OFFER APPROVED COURSES UNDER CHAPTER 36, TITLE 38, UNITED STATES CODE. THIS LISTING DOES NOT IMPLY THAT ALL COURSES OFFERED BY EACH INSTITUTION ARE APPROVED. THE APPROVED COURSES ARE LISTED DIRECTLY BELOW EACH INSTITUTION'S NAME AND ADDRESS. THE PROSPECTIVE STUDENT IS URGED TO WRITE OR VISIT THE SCHOOL FOR SPECIFIC COURSE INFORMATION. INSTITUTIONS ARE LISTED BY VOCATIONAL AREAS WHICH INCLUDE: (1) ART SCHOOLS, (2) BEAUTY AND BARBER SCHOOLS, (3) BUSINESS SCHOOLS, (4) FLIGHT SCHOOLS, (5) MEDICAL, TECHNOLOGISTS, AND NURSING SCHOOLS, (6) MISCELLANEOUS VOCATIONAL SCHOOLS, AND (7) THEOLOGICAL SCHOOLS. (AUTHOR/MU)

VT 100 568

PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET.

NEW YORK STATE EDUCATION DEPT., ALBANY. DIV. OF PUPIL PERSONNEL SERVICES.; NEW YORK STATE DEPT. OF LABOR, ALBANY. MANPOWER SERVICES DIV.  
 MF AVAILABLE IN VT-ERIC SET.  
 PUB DATE - 72 16P. REVISED EDITION.

DESCRIPTORS - \*INTERAGENCY COORDINATION; \*JOB PLACEMENT;  
 \*VOCATIONAL COUNSELING;  
 \*VOCATIONAL DEVELOPMENT;  
 \*VOCATIONAL EDUCATION;  
 OCCUPATIONAL GUIDANCE; SCHOOL COMMUNITY COOPERATION  
 IDENTIFIERS - \*NEW YORK STATE

ABSTRACT - THE QUALITY OF SCHOOL GUIDANCE SERVICE AND THE PLACEMENT FACILITIES IN THE COMMUNITY DETERMINE THE TYPE OF HELP YOUNG PEOPLE WILL HAVE IN DEVELOPING EDUCATIONAL AND VOCATIONAL PLANS, GETTING INTO APPROPRIATE SCHOOLS, AND FINDING EMPLOYMENT. THE NEW YORK STATE EMPLOYMENT SERVICE COMPLEMENTS THE WORK OF THE SCHOOLS AND THE EFFECTIVENESS OF THEIR JOINT EFFORTS DEPENDS ON A NUMBER OF FACTORS. AMONG THEM ARE THE FOLLOWING AREAS OF COOPERATION: (1) COMMUNICATION, (2) PLACEMENT AND RELATED SERVICES, (3) OCCUPATIONAL INFORMATION, (4) COMMUNITY UNDERSTANDING AND ACCEPTANCE, AND

(5) EVALUATION. (AUTHOR/MU)

VT 100 569

JOB CORPS TRAINING STANDARD FOR WELDER.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. JOB CORPS.  
 MF AVAILABLE IN VT-ERIC SET.  
 DOL/JOB CORPS-HANDBOOK-440.102

PUB DATE - AUG69 20P.

DESCRIPTORS - \*EVALUATION  
 CRITERIA; \*STANDARDS; \*TRAINEES;  
 \*WELDERS; JOB TRAINING;  
 PERFORMANCE CRITERIA  
 IDENTIFIERS - \*JOB CORPS TRAINING STANDARD

ABSTRACT - THIS BOOKLET CONTAINS INFORMATION ON THE CRITERIA BY WHICH WELDERS IN THE JOB CORPS TRAINING PROGRAM ARE EVALUATED. SPECIFIC CONTENTS INCLUDE: (1) A STATEMENT OF PURPOSE FOR WRITING THIS DOCUMENT, (2) A DISCUSSION OF THE PROCEDURES FOR SUBMITTING RECOMMENDATIONS, (3) A LISTING OF WHAT THE JOB CORPS TRAINING STANDARD CONTAINS, (4) AN EXPLANATION OF THE CODE KEY USED IN MAKING EVALUATIONS, AND (5) A COPY OF THE RATING SHEET USED IN THE RATING PROCESS. (SN)

VT 100 570

JOB CORPS TRAINING STANDARD FOR CLERK TYPIST.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. JOB CORPS.  
 MF AVAILABLE IN VT-ERIC SET.  
 DOL/JOB CORPS-HANDBOOK-440.86

PUB DATE - AUG69 16P.

DESCRIPTORS - \*EVALUATION  
 CRITERIA; \*STANDARDS; \*TRAINEES;  
 \*TYPISTS; CLERICAL WORKERS; JOB TRAINING; PERFORMANCE CRITERIA  
 IDENTIFIERS - \*JOB CORPS TRAINING STANDARD

ABSTRACT - THIS BOOKLET CONTAINS INFORMATION BY WHICH CLERK-TYPISTS IN THE JOB CORPS TRAINING PROGRAM ARE EVALUATED. SPECIFIC CONTENTS INCLUDE: (1) A STATEMENT OF PURPOSE FOR WRITING THE DOCUMENT, (2) A DISCUSSION OF PROCEDURES TO BE FOLLOWED IN MAKING RECOMMENDATIONS, (3) A LISTING OF WHAT THE JOB CORPS TRAINING STANDARD CONTAINS, (4) AN EXPLANATION OF THE CODE KEY USED IN MAKING EVALUATIONS, AND (5) A COPY OF THE RATING SHEET USED. (SN)

VT 100 571

REPORT TO THE GOVERNMENT OF THE PHILIPPINES ON NATIONAL VOCATIONAL PREPARATION PROGRAMME FOR OUT-OF-SCHOOL YOUTH.



INTERNATIONAL LABOUR OFFICE,  
GENEVA (SWITZERLAND).  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 44P.

DESCRIPTORS - \*NATIONAL SURVEYS;  
\*OUT OF SCHOOL YOUTH; \*VOCATIONAL  
DEVELOPMENT; \*VOCATIONAL  
EDUCATION; \*YOUTH PROGRAMS  
IDENTIFIERS - \*PHILIPPINES

ABSTRACT - TO SURVEY THE  
VOCATIONAL PREPARATION AVAILABLE  
FOR OUT-OF-SCHOOL YOUTH IN THE  
PHILIPPINES AND TO RECOMMEND  
ACTION TO BE TAKEN, THIS REPORT IS  
STRUCTURED AROUND THE THREE PHASES  
OF THE STUDY: (1) CONFERENCES IN  
THE MANILA AREA, (2) FIELD TRIPS  
TO EXISTING PROJECTS LOCATED IN  
VARIOUS PARTS OF THE COUNTRY, AND  
(3) CONSULTATIONS WITH SELECTED  
KNOWLEDGEABLE PERSONS. NUMEROUS  
RECOMMENDATIONS ARE MADE IN  
GENERAL STATEMENTS, COMPLEMENTARY  
MEASURES, AND PROPOSED VOCATIONAL  
PROGRAMS. THE APPENDIX CONTAINS A  
LIST OF INSTITUTIONS AND PERSONS  
CONTACTED IN THE STUDY AND A CHART  
OF ESTIMATED CAPACITY AND  
BUDGETARY REQUIREMENTS. (MU)

VT 100 572  
MEIS, RUBY L.  
HOME ECONOMICS IN THE COMMUNITY  
COLLEGES OF MICHIGAN.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 29P.

DESCRIPTORS - \*ARTICULATION  
(PROGRAM); \*COMMUNITY COLLEGES;  
\*COURSE CONTENT; \*HOME ECONOMICS  
EDUCATION; \*OCCUPATIONAL HOME  
ECONOMICS  
IDENTIFIERS - \*MICHIGAN

ABSTRACT - TO SURVEY THE COURSE  
CONTENT, PROGRAM ORGANIZATION, AND  
TEACHER PREPARATION OF THE HOME  
ECONOMICS PROGRAMS IN THE MICHIGAN  
COMMUNITY COLLEGES, AS WELL AS TO  
DETERMINE THE ATTITUDES OF THE  
ADMINISTRATION CONCERNING HOME  
ECONOMICS PROGRAMS IN THOSE  
COLLEGES WHERE THEY HAVE NOT BEEN  
OFFERED, THIS STUDY WAS MADE IN  
THE FALL OF 1972. AN INTERVIEW  
INSTRUMENT WAS PREPARED AND  
APPOINTMENTS MADE WITH  
ADMINISTRATORS AT 29 COMMUNITY  
COLLEGES. DATA FROM THE INTERVIEWS  
HAVE LEAD TO A NUMBER OF  
CONCLUSIONS INCLUDING THESE: (1)  
THERE HAS BEEN NO SYSTEMATIC  
EFFORT TO UP-DATE AREA STUDIES IN  
HOME ECONOMICS, (2) THERE IS A  
LACK OF ARTICULATION BETWEEN THE  
2-YEAR AND THE 4-YEAR INSTITUTIONS  
IN HOME ECONOMICS PROGRAMS IN THE  
STATES, (3) MANY INSTITUTIONS  
APPEAR TO BE CONCERNED ABOUT  
DEVELOPING PROGRAM OPTIONS FOR  
WOMEN, AND ALL ARE CONCERNED ABOUT

DEVELOPING VOCATIONAL TECHNICAL  
PROGRAMS LEADING TO EMPLOYABILITY,  
AND (4) SOME PROGRAM OVERLAPPING  
IS EVIDENT AT ADJACENT 2-YEAR AND  
4-YEAR INSTITUTIONS WHICH COMPETE  
FOR THE SAME STUDENT. (AUTHOR/MU)

VT 100 573

WISSMAN, JANICE  
CAREER EDUCATION AND THE EMERGING  
MIDDLE SCHOOL: A REVIEW OF THE  
LITERATURE RELATED TO CAREER  
EDUCATION AND THE EMERGING MIDDLE  
SCHOOL WITH RECOMMENDATIONS  
RELATED TO CAREER EDUCATION IN THE  
EMERGING MIDDLE SCHOOL.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 30P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CAREER PLANNING; \*JUNIOR HIGH  
SCHOOLS; \*LITERATURE REVIEWS;  
\*MIDDLE SCHOOLS; EDUCATIONAL  
PHILOSOPHY; SCHOOL ORGANIZATION  
IDENTIFIERS - \*CAREER EXPLORATION

ABSTRACT - THE PURPOSE OF THIS  
STUDY IS TO INVESTIGATE THE  
CONTRIBUTIONS THAT CAREER  
EDUCATION CAN MAKE TO THE EMERGING  
MIDDLE SCHOOL THROUGH AN  
EXAMINATION OF THE LITERATURE  
RELATING TO CAREER EDUCATION,  
VOCATIONAL EDUCATION, AND CONCEPTS  
OF JUNIOR HIGH SCHOOLS AND MIDDLE  
SCHOOLS. A REVIEW AND  
CLARIFICATION OF CAREER EDUCATION  
CONCEPTS AND A SURVEY OF THE  
THOUGHT LEADS TO A CONSIDERATION  
OF THE EXPLORATORY NEEDS OF THE  
MIDDLE SCHOOL AGE CHILD.  
EXPLORATION HAS BEEN IDENTIFIED AS  
A MAJOR FUNCTION OF THE MIDDLE  
SCHOOL AND OF THAT AGE STUDENT IN  
THE CAREER EDUCATION PROGRAM OF  
CAREER AWARENESS, EXPLORATION, AND  
PREPARATION. TEACHER PREPARATION  
AND CERTIFICATION AND PRESERVICE  
TRAINING FOR THE MIDDLE SCHOOLS  
ARE DISCUSSED IN RELATION TO THE  
PARTICULAR NEEDS OF CHILDREN AT  
THAT AGE. BASED ON THE NEEDS OF  
THE IN-BETWEEN-AGER, THIS STUDY  
SUPPORTS THE BELIEF THAT THE  
MIDDLE SCHOOL CONCEPT AND THE  
CONCEPT OF CAREER EDUCATION ARE  
SOUND AND COMPATIBLE. (AUTHOR/MU)

VT 100 574

MORTON, J.B., AND OTHERS  
OCCUPATIONAL TRAINING INFORMATION  
SYSTEM CYCLE FIVE REPORT,  
SUPPLEMENT 1: STATEWIDE TOTALS AND  
DESCENDING RANK ORDER OF PROGRAM  
CLUSTERS.

OKLAHOMA STATE DEPT. OF VOCATIONAL  
AND TECHNICAL EDUCATION,  
STILLWATER. DIV. OF RESEARCH,  
PLANNING, AND EVALUATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - JAN73 97P.

DESCRIPTORS - \*LABOR SUPPLY;



\*MANPOWER NEEDS; \*USE STUDIES;  
LABOR DEMANDS; LABOR ECONOMICS;  
MANPOWER UTILIZATION; VOCATIONAL  
EDUCATION  
IDENTIFIERS - \*OCCUPATIONAL  
TRAINING INFORMATION SYSTEM;  
\*OKLAHOMA; OTIS

ABSTRACT - ONE OF A SERIES OF DOCUMENTS REPORTING THE FIFTH CYCLE DEVELOPMENTAL EFFORTS OF THE OKLAHOMA OCCUPATIONAL TRAINING INFORMATION SYSTEM (OTIS). THIS REPORT CONTAINS ENUMERATED DATA ON MANPOWER SUPPLY AND DEMAND AS WELL AS THE NET MANPOWER REQUIREMENTS IN THE STATE. SPECIFIC CONTENTS INCLUDE: (1) AN INTRODUCTION AND OVERVIEW OF OTIS, (2) MANPOWER SUPPLY AND DEMAND TABLES WITH DIRECTIONS FOR USING THEM, AND (3) A DESCENDING ORDERING OF PROGRAM CLUSTERS RANKED BY STATEWIDE NET MANPOWER DEMAND. APPENDICES CONTAINING COMPLETION AND FOLLOW-UP CARDS, A LISTING OF FEDERAL ORGANIZATIONS WITH SUPPLY INFORMATION ENTERED ON THE OTIS TABLES, AND AN OTIS PROCEDURAL FLOW CHART PROVIDE ADDITIONAL INFORMATION. RELATED DOCUMENTS IN THE SERIES MAY BE OBTAINED AS ED 074 301 AND VT 100 575. (SN)

VT 100 575  
MORTON, J.B., AND OTHERS  
OCCUPATIONAL TRAINING INFORMATION  
SYSTEM CYCLE FIVE REPORT,  
SUPPLEMENT 2: A FOLLOW-UP STUDY OF  
GRADUATES.

OKLAHOMA STATE DEPT. OF VOCATIONAL  
AND TECHNICAL EDUCATION,  
STILLWATER, DIV. OF RESEARCH,  
PLANNING, AND EVALUATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 73 120P.

DESCRIPTORS - \*FOLLOWUP STUDIES;  
\*GRADUATE SURVEYS; \*VOCATIONAL  
FOLLOWUP; EDUCATIONAL RESEARCH;  
INFORMATION SEEKING; INFORMATION  
SYSTEMS; POST SECONDARY EDUCATION;  
USE STUDIES  
IDENTIFIERS - \*OCCUPATIONAL  
TRAINING INFORMATION SYSTEM;  
\*OKLAHOMA; OTIS

ABSTRACT - THIS DOCUMENT IS ONE OF A SERIES REPORTING THE RESULTS OF STUDIES USED IN THE FIFTH CYCLE DEVELOPMENTAL EFFORT OF THE OKLAHOMA OCCUPATIONAL INFORMATION SYSTEM (OTIS). THE FOLLOW-UP STUDY REPORTED HEREIN WAS CONDUCTED TO ASCERTAIN THE POST-TRAINING EXPERIENCES OF THE STATE'S VOCATIONAL AND TECHNICAL GRADUATES THE FIRST AND THIRD YEAR AFTER LEAVING SCHOOL. DATA WERE OBTAINED BY HAVING TEACHERS COMPLETE THREE REPORTS ON THE STUDENT IDENTIFIED AS POTENTIAL SUBJECTS. INFORMATION AND TABLES DEPICTING THE RESULTS OF THE

INVESTIGATION BY SCHOOL AND PROGRAM ARE INCLUDED. RELATED DOCUMENTS IN THE SERIES ARE AVAILABLE AS ED 074 301 AND VT 100 574. (SN)

VT 100 576  
COHN, FLCHANAN, AND OTHERS  
THE COSTS OF VOCATIONAL AND  
NONVOCATIONAL PROGRAMS: A STUDY OF  
MICHIGAN SECONDARY SCHOOLS.

PENNSYLVANIA STATE UNIV.,  
UNIVERSITY PARK, INST. FOR  
RESEARCH ON HUMAN RESOURCES.  
MICHIGAN STATE ADVISORY COUNCIL  
FOR VOCATIONAL EDUCATION, LANSING.  
MF AVAILABLE IN VT-ERIC SET.  
INSTITUTE FOR RESEARCH ON HUMAN  
RESOURCES, THE PENNSYLVANIA STATE  
UNIVERSITY, 407 KERN GRADUATE  
BUILDING, UNIVERSITY PARK, PA  
16802  
PUB DATE - 72 152P.

DESCRIPTORS - \*ADVISORY  
COMMITTEES; \*COST EFFECTIVENESS;  
\*EVALUATION METHODS; \*USE STUDIES;  
RESEARCH; STATISTICAL DATA;  
VOCATIONAL EDUCATION  
IDENTIFIERS - \*MICHIGAN

ABSTRACT - THE PURPOSE OF THE STUDY REPORTED IN THIS DOCUMENT WAS TO PROVIDE THE MICHIGAN STATE ADVISORY COUNCIL ON VOCATIONAL EDUCATION WITH INFORMATION AND A METHODOLOGY FOR ANALYZING THE ADDED COSTS OF VOCATIONAL EDUCATION IN MICHIGAN'S SECONDARY SCHOOLS. SPECIFIC CONTENTS INCLUDE: (1) AN INTRODUCTION, (2) A SECTION EXPLAINING THE CONCEPT OF "ADDED COSTS," (3) A REVIEW OF COST STUDIES IN VOCATIONAL EDUCATION, (4) A DISCUSSION ON HOW THE COST DATA MAY BE USED IN MAKING AN ECONOMIC ANALYSIS, (5) METHODOLOGY EMPLOYED IN CONDUCTING THE STUDY, (6) THE DATA COLLECTED, (7) TWO SECTIONS: ONE LISTING ADDED COSTS AS MEASURED IN TERMS OF AVERAGE COSTS, AND ONE LISTING ADDED COSTS AS MEASURED IN TERMS OF MARGINAL COSTS, AND (8) A SUMMARY AND THE GENERAL CONCLUSIONS OBTAINED. PROVIDED IN ADDITION TO THE PREVIOUSLY LISTED INFORMATION ARE AN APPENDIX AND SEVERAL STATISTICAL TABLES. (AUTHOR/SN)

VT 100 577  
POLICIES FOR VOCATIONAL HOME  
ECONOMICS PROGRAMS IN NORTH  
DAKOTA.

NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - AUG73 10P.

DESCRIPTORS - \*CONSUMER EDUCATION;  
\*HOME ECONOMICS; \*HOME ECONOMICS  
EDUCATION; \*OCCUPATIONAL HOME

ECONOMICS; \*STATE CURRICULUM GUIDES; CHILD CARE OCCUPATIONS; FOOD SERVICE OCCUPATIONS IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - SUGGESTED COURSES AND SEQUENCES FOR HOME ECONOMICS EDUCATION IN THE NORTH DAKOTA PUBLIC SCHOOLS ARE DETAILED. CONSUMER AND HOMEMAKING EDUCATION COURSES ARE INTENDED TO IMPROVE HOME ENVIRONMENTS, TEACH SKILLS IN HOMEMAKING, CHILD CARE, BUDGETING, AND OTHER SKILLS IN CONSUMER RESPONSIBILITIES. OCCUPATIONAL HOME ECONOMICS COURSES AIM AT PREPARING THE STUDENT WITH ENTRY-LEVEL SKILLS FOR EMPLOYMENT IN FOOD SERVICE OR CHILD CARE SERVICE JOBS. THE STATUS AND REQUIREMENTS OF WORK EXPERIENCE PROGRAMS ARE DEFINED. (MU)

VT 100 578

HOOPER, WILLIAM F.  
RESEARCH PROJECT IN VOCATIONAL EDUCATION, CONDUCTED UNDER PART C OF PUBLIC LAW 90-576. QUARTERLY REPORT.

LEFLORE COUNTY SCHOOL DISTRICT, GREENWOOD, MISS.  
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 16MAR73 87P.

DESCRIPTORS - \*CAREER EDUCATION; \*ELEMENTARY GRADES; \*INSTRUCTIONAL MATERIALS; \*INTEGRATED CURRICULUM; INSERVICE TEACHER EDUCATION. IDENTIFIERS - \*GREENWOOD MISSISSIPPI SCHOOLS.

ABSTRACT - OBJECTIVES, ACTIVITIES, AND OUTCOMES ARE LISTED FOR A PROJECT IN THE GREENWOOD, MISSISSIPPI SCHOOLS FOR INTEGRATING CAREER EDUCATION CONCEPTS INTO THE CURRICULUM OF THE PRIMARY AND INTERMEDIATE GRADES. LESSON PLANS, CLASSROOM ACTIVITIES, AND INSERVICE TEACHER EDUCATION EFFORTS EMPHASIZE THE PUPIL UNDERSTANDINGS OF SELF CONCEPT, OCCUPATIONAL EXPLORATION, AND OCCUPATIONAL INFORMATION. (MU)

VT 100 579

MAGISOS, JOEL H.  
A MODEL FOR ACQUISITION AND SELECTION OF CAREER EDUCATION INSTRUCTIONAL MATERIALS. FINAL REPORT.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.  
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
OEG-O-72-4840  
PUB DATE - 15JUL73 42P.

DESCRIPTORS - \*INFORMATION PROCESSING; INFORMATION SYSTEMS; \*INFORMATION RETRIEVAL; \*INFORMATION NEEDS; CAREER EDUCATION; INSTRUCTIONAL MATERIALS; \*ABSTRACTING; \*INDEXING IDENTIFIERS - NEW ENGLAND RESOURCES CENTER FOR OCCUPATIONAL EDUCATION; NERCOE; CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION; CVTE

ABSTRACT - TO DETERMINE THE USEFULNESS OF A REGIONAL AGENCY FOR ACQUISITION EFFORTS AND THE EFFECTIVENESS OF NEW GUIDELINES FOR ABSTRACTING AND INDEXING CAREER EDUCATION INSTRUCTIONAL MATERIALS, THIS PROJECT COMBINED THE EFFORTS OF THE NEW ENGLAND RESOURCES CENTER FOR OCCUPATIONAL EDUCATION (NERCOE) AND THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION (CVTE). INSTRUCTIONAL MATERIALS IN CAREER EDUCATION WERE ACQUIRED BY PREDETERMINED METHODS BY NERCOE AND SHIPPED TO CVTE FOR PROCESSING. FIVE PREVIOUSLY ABSTRACTED AND INDEXED DOCUMENTS WERE REPROCESSED USING THE NEW CRITERIA FOR ABSTRACTING AND INDEXING. BOTH THE OLD AND THE NEW DOCUMENT RESUMES WERE SUBMITTED TO A PANEL OF EIGHT EDUCATORS BY TELEPHONE QUESTIONNAIRE. FINDINGS INDICATED THAT THE REGIONAL ACQUISITION WAS COSTLY AND INEFFECTIVE IN COMPARISON WITH DIRECT EFFORT AND THAT THE CHANGES IN CRITERIA FOR ABSTRACTING AND INDEXING SERVED THE USERS BETTER. (MU)

VI 100 580

EXEMPLARY VOCATIONAL EDUCATION PROGRAM BASED ON ENVIRONMENTAL STUDIES K-14. INTERIM REPORT (JUNE 1, 1971-MAY 31, 1972)

MINNESOTA ENVIRONMENTAL SCIENCES FOUNDATION, INC., MINNEAPOLIS, MN.  
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 72 143P.

DESCRIPTORS - \*CAREER EDUCATION; \*CAREER OPPORTUNITIES; \*ENVIRONMENTAL EDUCATION; \*PROGRAM DESCRIPTIONS; \*VOCATIONAL EDUCATION; CURRICULUM DEVELOPMENT; ECOLOGY; ELEMENTARY EDUCATION; INSERVICE TEACHER EDUCATION; INTEGRATED CURRICULUM; SECONDARY EDUCATION IDENTIFIERS - \*MINNESOTA

ABSTRACT - TO DEVELOP A CONTINUING ENVIRONMENT FOR ALL STUDENTS THAT WOULD DIRECT AN ECOLOGICAL AWARENESS TOWARD JOB OPPORTUNITIES RELATED TO THE ENVIRONMENT, CURRICULUM MODIFICATIONS WERE MADE AND INSERVICE TEACHER EDUCATION



PROGRAMS WERE INTRODUCED INTO SELECTED SCHOOLS IN MINNESOTA. THIS REPORT OF THE PROGRESS OF THE PROGRAM FROM JUNE 1971 TO JUNE 1972 INCLUDES THE OBJECTIVES SOUGHT, THE PROCEDURES USED, THE RESULTS ACHIEVED, AND THE RECOMMENDATIONS MADE CONCERNING THE PROJECT. AN EXTENSIVE APPENDIX CONTAINS DESCRIPTIONS OF THE CURRICULUM MATERIALS, THE INSTRUMENTS USED IN EVALUATION, TECHNIQUES OF THE INSERVICE PROGRAMS, MANY FORMS USED, AND A FINAL EVALUATION OF THE YEAR'S ACCOMPLISHMENTS. (MU)

VT 100 581

INSTRUCTIONAL MATERIALS FOR CAREER EDUCATION: A SEARCH AND ASSESSMENT FOR THE OFFICE OF EDUCATION.

PEAT, MARWICK, MITCHELL, AND CO., WASHINGTON, D.C.  
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AVAILABLE IN VT-ERIC SET.  
DEC-3-73-6370

PMM AND CO., 1025 CONNECTICUT AVE., N.W., WASHINGTON, D.C.  
20036.

PUB DATE - 28 FEB 74 180P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*EDUCATIONAL RESEARCH;  
\*INFORMATION DISSEMINATION;  
\*INFORMATION RETRIEVAL;  
\*INSTRUCTIONAL MATERIALS;  
INFORMATION PROCESSING;  
INFORMATION SERVICES; INFORMATION SOURCES; INFORMATION STORAGE;  
INFORMATION SYSTEMS; RESEARCH COORDINATING UNITS

ABSTRACT - TO MAKE AVAILABLE TO LOCAL SCHOOL DISTRICTS CURRICULUM AND INSTRUCTIONAL MATERIALS DEVELOPED WITH LOCAL FUNDS THIS RESEARCH PROJECT SOUGHT TO SELECT 30 UNITS OF NONCOPYRIGHT MATERIALS TO BE EDITED AND REPRODUCED BY STATE VOCATIONAL-TECHNICAL EDUCATION CURRICULUM LABS AND DISTRIBUTED BY STATE RCU'S. MAJOR PROBLEMS IN THE CONDUCT OF THE INVESTIGATION INCLUDED: (1) A RELUCTANCE TO SUBMIT PROJECTS, (2) INFERIOR QUALITY OF RESEARCH ENCOUNTERED, (3) INACCURATE REPORTS FROM THE RCU'S, (4) REFUSAL OF NATIONAL ORGANIZATION FOR WOMEN (NOW) TO CONTRIBUTE WITHOUT FEE TO THE WORK, (5) LOSS OF THE TOP-LEVEL PERSONNEL FROM THE CONTRACTING FIRM, AND (6) A RECONSTITUTED DISSEMINATION REVIEW PANEL AFTER ITS DISSOLUTION AT THE BEGINNING OF THE PROJECT. FINDINGS ARE PRESENTED IN A SET OF MATRICES FROM WHICH RECOMMENDATIONS ARE DRAWN FOR THE DEVELOPMENT AND FUNDING OF FUTURE ACTIVITIES IN THE AREA: (1) THE ESTABLISHMENT OF A CLEARLY DEFINED SET OF CRITERIA

AND GUIDELINES FOR THE PERFORMANCE OF RESEARCH ON CAREER EDUCATION PROJECTS, (2) THE FUNDING OF CERTAIN CLASSES OF UNITS NOT SUPPORTED BY RESEARCH, (3) THE USE OF THE REPORT BIBLIOGRAPHY WITH CONTINUOUS UPDATE, AS A DATA BASE, (4) A STRENGTHENING OF THE RCU INFORMATION SYSTEM, (5) ESTABLISHMENT OF A "HOT LINE" FORM OF COMMUNICATION FOR ALL PARTIES INTERESTED IN CAREER EDUCATION, AND (6) ESTABLISHMENT OF A SYSTEM FOR THE CONTINUOUS ASSESSMENT OF NEW MATERIALS DEVELOPED IN THE FIELD. (AUTHOR/MU)

VT 100 582

RESEARCH TRAINING WORKSHOPS FOR VOCATIONAL EDUCATORS.

CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO. OFFICE OF THE CHANCELLOR.  
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 15 JUN 73 50P.

DESCRIPTORS - \*INSTITUTIONAL RESEARCH; \*RESEARCH METHODOLOGY;  
\*TRAINING; \*VOCATIONAL DIRECTORS;  
\*WORKSHOPS; ADMINISTRATIVE PERSONNEL; TECHNICAL REPORTS

ABSTRACT - THIS IS A FINAL REPORT ON THE SERIES OF RESEARCH TRAINING WORKSHOPS SPONSORED BY CALIFORNIA'S COMMUNITY COLLEGE CHANCELLOR'S OFFICE IN AN EFFORT TO MAKE VOCATIONAL ADMINISTRATORS MORE AWARE OF INSTITUTIONAL RESEARCH METHODS AND ACQUAINT THEM WITH THE RESEARCH AND PLANNING RESOURCES AVAILABLE TO THEM. INCLUDED IN THE CONTENTS ARE: (1) AN INTRODUCTION, (2) AN AUDIT REPORT, AND (3) SUMMARIES OF EACH OF THE THREE WORKSHOPS HELD. (SN)

VT 100 583

OLSON, LEVENE A.  
AN EVALUATION OF ELEMENTARY CAREER EDUCATION BASED ON LANGUAGE ACHIEVEMENT, MATHEMATICS ACHIEVEMENT, AND OCCUPATIONAL AWARENESS IN LINCOLN COUNTY, WEST VIRGINIA. A SUMMARY.

MARSHALL UNIV., HUNTINGTON, W.VA.  
DEPT. OF VOCATIONAL-TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
RES-SER-3  
PUB DATE - 72 36P.

DESCRIPTORS - \*ACHIEVEMENT GAINS;  
\*CAREER EDUCATION; \*EDUCATIONAL RESEARCH; \*LANGUAGE SKILLS;  
\*MATHEMATICS  
IDENTIFIERS - \*WEST VIRGINIA;  
LINCOLN COUNTY

ABSTRACT - TO DETERMINE THE EFFECT OF CAREER EDUCATION EXPERIENCES ON



ACHIEVEMENT IN MATHEMATICS AND LANGUAGE DEVELOPMENT, PRE- AND POSTTESTS WERE GIVEN TO EXPERIMENTAL AND CONTROL GROUPS OF ELEMENTARY STUDENTS IN LINCOLN COUNTY, WEST VIRGINIA. THE EXPERIMENTAL GROUP, WHOSE TEACHERS HAD PARTICIPATED IN AN INSERVICE WORKSHOP IN CAREER EDUCATION, CONSISTED OF 214 STUDENTS WHO WERE PROVIDED WITH FIELD TRIPS, ACTIVITIES, EXPERIENCES, RESOURCE PEOPLE, AND ROLE PLAYING. THE CONTROL GROUP, WHOSE TEACHERS HAD NOT PARTICIPATED IN PLANNED CAREER EDUCATION EXPERIENCES, CONSISTED OF 205 STUDENTS. CONCLUSIONS, BASED ON DATA RECEIVED THROUGH THE CALIFORNIA LANGUAGE ACHIEVEMENT TEST, THE CALIFORNIA MATHEMATICS ACHIEVEMENT TEST, AND THE OCCUPATIONAL AWARENESS TEST, SUGGEST THAT CAREER EDUCATION EXPERIENCES PRODUCE A SIGNIFICANT EFFECT ON MATHEMATICS AND LANGUAGE ACHIEVEMENT. (MU)

VT 100 584

ANNUAL EVALUATION REPORT 1972. KENTUCKY STATE ADVISORY BOARD FOR VOCATIONAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING.

KENTUCKY STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING, FRANKFORT.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - DEC72 61P.

DESCRIPTORS - \*MANPOWER UTILIZATION; \*PROGRAM EVALUATION; \*STATE PROGRAMS; \*STATEWIDE PLANNING; \*VOCATIONAL EDUCATION; ADVISORY COMMITTEES; EDUCATIONAL CHANGE; MANPOWER NEEDS IDENTIFIERS - \*KENTUCKY

ABSTRACT - SIGNIFICANT GROWTH IN ENROLLMENT AT ALL INSTRUCTIONAL LEVELS IN 1972 AND PROGRESS IN IDENTIFYING AND SERVING HANDICAPPED AND DISADVANTAGED INDIVIDUALS ARE AMONG THE ACHIEVEMENTS OF THE STATE'S VOCATIONAL EDUCATION PROGRAM REPORTED IN THIS EVALUATION BY THE KENTUCKY STATE ADVISORY COUNCIL. THE ACTIVITIES OF THE COUNCIL ARE SUMMARIZED AND THE STATE PLAN WITH THE NEEDS OF THE PEOPLE IN RELATION TO MANPOWER NEEDS AND UTILIZATION ARE ANALYZED. RECOMMENDATIONS INCLUDE: (1) DEVELOPMENT OF A COMPREHENSIVE DATA SYSTEM, (2) USE OF MORE INPUT INTO STATE PLANNING FROM LOCAL BUSINESS AND INDUSTRY LEADERS, AND (3) CHANGES IN CURRICULUM AND SCHEDULES OF INSTRUCTIONAL TIME FOR SECONDARY STUDENTS IN VOCATIONAL PROGRAMS. (MU)

VT 100 585

BURTON, DAVID M.

A LISTING OF PROGRAMMED INSTRUCTIONAL MATERIALS FOR INDUSTRIAL EDUCATION.

MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - 70 70P. M.A. THESIS, UTAH STATE UNIV., LOGAN.

DESCRIPTORS - \*INDIVIDUALIZED PROGRAMS; \*INDUSTRIAL ARTS TEACHERS; \*INDUSTRIAL EDUCATION; \*PROGRAMED MATERIALS; \*TEXTBOOK PUBLICATIONS; MASTERS THESES; PUBLICATIONS

ABSTRACT - BECAUSE INDUSTRIAL EDUCATION TEACHERS VERY OFTEN MAKE USE OF DEMONSTRATIONS COUPLED WITH INDIVIDUALIZED READING PROGRAMS FOR EACH STUDENT, THEY NEED RESOURCES FOR THE SEPARATE LEARNING PROGRAMS. THIS LIST OF COMMERCIALY PUBLISHED PROGRAMED MATERIALS WAS COMPILED TO AID INDUSTRIAL EDUCATION TEACHERS IN GIVING THAT ADDED DIMENSION TO THEIR STUDENTS' INSTRUCTIONAL PROGRAMS. MORE THAN 40 SUBJECT AREAS CONTAIN OVER 600 COMMERCIALY PUBLISHED PROGRAMS OF INSTRUCTION IN THE LISTING OF THE FOLLOWING INDUSTRIAL EDUCATION FIELDS: (1) CRAFTS, (2) DRAFTING, (3) ELECTRICS, (4) GRAPHIC ARTS, (5) POWER TECHNOLOGY, (6) METALS, (7) PRODUCTION TECHNOLOGY, (8) SAFETY, AND (9) WOODWORK. THE PROGRAM TITLE, LENGTH, STUDENT LEVEL, LIST PRICE, AND PUBLISHER ARE GIVEN FOR EACH ENTRY. FINDINGS, CONCLUSIONS, RECOMMENDATIONS, BIBLIOGRAPHY, AND APPENDIX OF THIS STUDY WHICH PRODUCED THIS LISTING ARE LACKING FROM THE DOCUMENT. (MU)

VT 100 586

CARMICHAEL, MARGARET, AND OTHERS EVALUATION OF FOUR CAREER EDUCATION MEDIA USED BY THE INDIANA CAREER RESOURCE CENTER. RESEARCH AND EVALUATION REPORT SERIES. REPORT NUMBER 2.

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS, DIV. OF VOCATIONAL EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

R-2

PUB DATE - 1MAY73 M.F.D. PAPER PRESENTED TO INDIANA UNIVERSITY, SOUTH BEND.

DESCRIPTORS - \*CAREER EDUCATION; \*INSTRUCTIONAL MATERIALS CENTERS; \*INSTRUCTIONAL MEDIA; FILMSTRIPS; LEARNING ACTIVITIES; RESOURCE CENTERS; TEXTBOOKS; TRANSPARENCIES IDENTIFIERS - \*INDIANA CAREER RESOURCE CENTER

ABSTRACT - THE PURPOSE OF THIS STUDY WAS TO DETERMINE THE IMPACT OF FOUR DIFFERENT KINDS OF CAREER EDUCATION MEDIA AVAILABLE FROM THE

INDIANA CAREER RESOURCE CENTER:  
 (1) A PROGRAM OF LEARNING  
 ACTIVITIES, (2) A SERIES OF  
 FILMSTRIPS WITH CASSETTES, (3) A  
 SET OF TRANSPARENCIES, AND (4) A  
 SET OF BOOKS. SIXTY-SIX PERCENT OF  
 THE 116 OPINIONNAIRES SENT TO  
 EDUCATORS WITHIN A 60-MILE RADIUS  
 OF SOUTH BEND WERE RETURNED AND  
 USED TO PROVIDE DATA FOR ANALYSIS.  
 RESPONSES REVEALED THAT MOST OF  
 THE RESPONDENTS LEARNED OF THE  
 MEDIA THROUGH GRADUATE CLASSES AND  
 THE INDIANA CAREER RESEARCH  
 CENTER; THEY FOUND THEM TO BE  
 EXCELLENT, AND STRONGLY  
 RECOMMENDED THEIR PURCHASE. (MU)

#### VT 100 587

A COMPREHENSIVE CAREER EDUCATION  
 DEVELOPMENT PROJECT FOR THE SCHOOL  
 DISTRICTS OF MUSKEGON AND MUSKEGON  
 HEIGHTS, MICHIGAN. INTERIM REPORT.

MUSKEGON PUBLIC SCHOOLS, MICH.  
 BUREAU OF ADULT, VOCATIONAL, AND  
 TECHNICAL EDUCATION (DHEW/OE),  
 WASHINGTON, D.C.  
 MF AVAILABLE IN VT-ERIC SET.  
 OEG-0-72-5169  
 PUB DATE - 30JUN73 179P.

DESCRIPTORS - \*CAREER EDUCATION;  
 \*DEVELOPMENTAL PROGRAMS;  
 \*EDUCATIONAL OBJECTIVES; \*PROGRAM  
 DESCRIPTIONS; \*VOCATIONAL  
 EDUCATION  
 IDENTIFIERS - \*MUSKEGON

ABSTRACT - COVERING THE TIME OF  
 JULY 1, 1972 TO JUNE 30, 1973,  
 THIS REPORT DESCRIBES THE GOALS,  
 PROCEDURES, AND ACCOMPLISHMENTS OF  
 THE MUSKEGON CAREER EDUCATION  
 PROJECT. AN ECONOMIC REVIEW OF THE  
 AREA DESCRIBES THE SOURCE OF THE  
 SCHOOL PROBLEMS CONCERNING  
 DISADVANTAGED STUDENTS AND THE  
 DROPOUT RATE. COMPLETED PROJECT  
 ACTIVITIES INCLUDE THE FOLLOWING:  
 IN-PROGRESS AND COMPLETED RESULTS:  
 (1) SELECTION OF STAFF, (2)  
 PLANNING AND ORIENTATION SESSIONS,  
 (3) REVIEW OF CURRICULUM  
 MATERIALS, (4) ESTABLISHMENT OF AN  
 OPERATING CURRICULUM-WRITING TEAM  
 AND AN ADVISORY COMMITTEE, (5)  
 WORKSHOPS, (6) DISSEMINATION OF  
 PROJECT INFORMATION, AND (7)  
 PARTICIPATION BY COMMUNITY,  
 INDUSTRY AND COMMERCE. OBJECTIVES  
 BY EDUCATIONAL LEVEL AND AN  
 ASSORTMENT OF OCCUPATIONAL  
 DEVELOPMENT INVENTORIES USED IN  
 THE PROJECT ARE INCLUDED IN THE  
 TWO APPENDIXES. (MU)

#### VT 100 588

LEE, ARTHUR M.  
 LEARNING A LIVING ACROSS THE  
 NATION. PROJECT BASELINE SECOND  
 NATIONAL REPORT. VOL. 1: BASELINE  
 YEAR 1970-71 (FISCAL YEAR 1971).  
 VOL. 2: BASELINE YEAR 1971-72  
 (FISCAL YEAR 1972).

NORTHERN ARIZONA UNIV., FLAGSTAFF

OFFICE OF EDUCATION (DHEW),  
 WASHINGTON, D.C.; NATIONAL  
 ADVISORY COUNCIL ON VOCATIONAL  
 EDUCATION, WASHINGTON, D.C.  
 MF AVAILABLE IN VT-ERIC SET.  
 SUPERINTENDENT OF DOCUMENTS, U.S.  
 GOVERNMENT PRINTING OFFICE,  
 WASHINGTON, D.C. 20402.  
 PUB DATE - NOV72 907P.

DESCRIPTORS - \*DATA BASES;  
 \*MANPOWER DEVELOPMENT; \*NATIONAL  
 SURVEYS; \*STATISTICAL DATA;  
 \*VOCATIONAL EDUCATION; TABLES  
 (DATA)

ABSTRACT - IN AN EFFORT TO PUT  
 TOGETHER INFORMATION ON VOCATIONAL  
 STUDENTS, PROGRAMS, COSTS, AND  
 RESULTS, PROJECT BASELINE HAS  
 COMPILED FROM NUMEROUS SOURCES,  
 STATISTICS AND DESCRIPTIVE DATA  
 FOR SCHOOL YEARS 1970-1971 AND  
 1971-1972 IN THESE VOLUMES I AND  
 II. IT HAS ALSO ATTEMPTED TO FILL  
 IN A COMPLETE PICTURE OF MANPOWER  
 TRAINING IN THE UNITED STATES.  
 SIGNIFICANT FINDINGS ARE  
 SUMMARIZED AND THE NATIONAL SCOPE  
 OF VOCATIONAL EDUCATION AND  
 MANPOWER TRAINING IS EXAMINED IN  
 TERMS OF ENROLLMENT IN ALL GRADE  
 LEVELS AND SERVICE AREAS. DATA ARE  
 COMPARED BETWEEN AREAS AND  
 OCCUPATIONAL CLUSTERS. A  
 STATISTICAL PROFILE OF EACH STATE  
 PROVIDES POPULATION, ENROLLMENT BY  
 RACE AND PROGRAM, TOTAL SCHOOLS  
 INVOLVED, COOPERATIVE PROGRAMS,  
 HANDICAPPED STUDENTS SERVED, AND  
 MANPOWER DEVELOPMENT AND TRAINING  
 ACT PROGRAMS. RECOMMENDATIONS FOR  
 EACH YEAR CONCERN LEGISLATION,  
 FUNDING, POSTSECONDARY AND ADULT  
 PROGRAMS, FACILITIES AND  
 EQUIPMENT, AND INFORMATION  
 SYSTEMS. (AUTHOR/MU)

#### VT 100 589

HARVEY, RICHARD  
 CAREER RESOURCE CENTER. FINAL  
 REPORT.

OFFICE OF EDUCATION (DHEW),  
 WASHINGTON, D.C.; MAINE STATE  
 DEPT. OF EDUCATION, AUGUSTA.  
 MF AVAILABLE IN VT-ERIC SET.  
 PUB DATE - 73 13P.

DESCRIPTORS - \*INFORMATION  
 DISSEMINATION; \*INFORMATION  
 SYSTEMS; \*JOB ANALYSIS;  
 \*OCCUPATIONAL INFORMATION;  
 \*RESOURCE CENTERS; EMPLOYMENT  
 OPPORTUNITIES; INFORMATION  
 SERVICES  
 IDENTIFIERS - \*KENNETH FOSTER  
 REGIONAL VOCATIONAL TECHNICAL  
 CENTER; MAINE

ABSTRACT - THIS REPORT DOCUMENTS  
 EFFORTS TO ESTABLISH A CAREER



RESOURCE CENTER TO COLLECT, SYNTHESIZE, AND DISSEMINATE JOB INFORMATION TO FIVE HIGH SCHOOLS IN MAINE. THE PROJECT REPORTED HERE PROPOSED TO IMPROVE THE AVAILABILITY OF CAREER INFORMATION BASED UPON CONDITIONS WITHIN THE AREA SERVED BY THE KENNETH FOSTER REGIONAL VOCATIONAL-TECHNICAL CENTER. OCCUPATIONS WITHIN THE AREA WERE DETERMINED BY SURVEY. JOB DESCRIPTIONS WERE WRITTEN ON AN ESTABLISHED FORMAT AND MICROFILMED. SEVEN MICROFILM COPIES WERE MADE OF EACH JOB DESCRIPTION AND ONE SET OF DESCRIPTIONS WAS DELIVERED TO EACH SCHOOL IN THE AREA. THE RESEARCHER AND VOCATIONAL COUNSELOR LATER VISITED EACH SCHOOL, EXPLAINING THE DETAILS OF THE PROJECT AND SUGGESTING METHODS OF OPTIMUM USE OF THE DESCRIPTIONS BY STUDENTS, TEACHERS, AND COUNSELORS IN EACH SCHOOL. (AUTHOR/MU)

VT 100 590

HILLISON, JOHN H.; BIRD, SUE ELLE

THE DEVELOPMENT AND TRY-OUT OF A SYSTEM OF EVALUATING PROGRAMS OF VOCATIONAL TEACHER EDUCATION. FINAL REPORT.

WESTERN KENTUCKY UNIV., BOWLING GREEN.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - AUG73 125P.

DESCRIPTORS - \*PROGRAM EVALUATION;  
\*TEACHER EDUCATION CURRICULUM;  
\*TEACHER EVALUATION; \*VOCATIONAL EDUCATION TEACHERS; EVALUATION TECHNIQUES; INTERACTION PROCESS ANALYSIS  
IDENTIFIERS - \*WESTERN KENTUCKY UNIVERSITY

ABSTRACT - TO DEVELOP A MODEL TO BE USED IN EVALUATING VOCATIONAL TEACHER EDUCATION PROGRAMS, AN ADVISORY COUNCIL OF TEACHER EDUCATORS, SCHOOL ADMINISTRATORS, CONSULTANTS, AND AN INTERFACULTY COMMITTEE AT WESTERN KENTUCKY UNIVERSITY WERE USED. DATA WERE COLLECTED FROM CURRENT STUDENTS, GRADUATES FROM THE PROGRAM, AND FROM INTERACTION PROCESS ANALYSES IN PERSONAL VISITS TO 26 GRADUATES WHO WERE FIRST YEAR TEACHERS. THE DATA INDICATED THAT THE MOST INEFFECTIVE TEACHERS PLACED HEAVIEST EMPHASIS ON ACTIVITIES OUTSIDE THE CLASSROOM. IT WAS FOUND THAT MOST TEACHING PEERS AND SUPERVISORS WERE BASICALLY UNSUCCESSFUL DISCRIMINATORS BETWEEN EFFECTIVE AND INEFFECTIVE VOCATIONAL TEACHERS. STUDENTS OF THE TEACHERS AND PROJECT STAFF OBSERVERS DISCRIMINATED MORE SUCCESSFULLY. CONCLUSIONS WERE

THAT THE MODEL SHOULD BE USED AT WESTERN KENTUCKY UNIVERSITY WITH MINOR CHANGES. (AUTHOR/MU)

VT 100 591

NORTH, RICHARD A., AND OTHERS  
MANPOWER NEEDS IN SOUTHWEST WISCONSIN. FINAL REPORT.

SOUTHWEST WISCONSIN VOCATIONAL-TECHNICAL SCHOOL, FENNIMORE. OFFICE OF EDUCATION (CHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - SEP73 51P.

DESCRIPTORS - \*MANPOWER NEEDS;  
\*OCCUPATIONAL INFORMATION;  
\*OCCUPATIONAL SURVEYS; \*PROGRAM PLANNING; \*VOCATIONAL EDUCATION; OCCUPATIONAL CLUSTERS  
IDENTIFIERS - \*WISCONSIN

ABSTRACT - THE SURVEY WAS CONDUCTED TO DETERMINE MANPOWER NEEDS AS RELATED TO OCCUPATIONAL TRAINING PROGRAMS, TO SUPPLY REALISTIC DATA FOR PLANNING AND EVALUATING THE EXISTING AND FUTURE VOCATIONAL AND TECHNICAL PROGRAMS. QUESTIONNAIRES WERE MAILED TO 1090 EMPLOYERS WITHIN THE DISTRICT OF SOUTHWEST WISCONSIN WITH 524 REPLIES. THE NUMBER OF OPENINGS WITHIN TEN BROAD VOCATIONAL AREAS INCLUDED PROFESSIONAL, TECHNICAL MANAGERIAL, 206, CLERICAL, 223, SALES, 164, SERVICE, 292, FARMING AND FORESTRY, 50, PROCESSING, 221, MACHINE TRADES, 183, BENCH WORK, 150, STRUCTURAL WORK, 249, AND MISCELLANEOUS OCCUPATIONS, 223. THE OCCUPATIONAL INFORMATION OBTAINED THROUGH THE SURVEY INDICATED THAT OVER 55 PERCENT OF THE OPENINGS REQUIRE AT LEAST A HIGH SCHOOL EDUCATION AND OVER 12 PERCENT REQUIRE A VOCATIONAL, TECHNICAL EDUCATION IN ADDITION TO HIGH SCHOOL. (AUTHOR/MU)

VT 100 592

ANDERSON, JOHN T.  
THE FEASIBILITY OF USING WORK EVALUATION AS A TOOL FOR ASSESSMENT IN ADULT BASIC EDUCATION. FINAL REPORT.

WISCONSIN UNIV. - STOUT, MENOMONIE. CENTER FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION. OFFICE OF EDUCATION (CHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - AUG73 120P.

DESCRIPTORS - \*ADULT BASIC EDUCATION; \*FORMATIVE EVALUATION; \*STUDENT NEEDS; \*VOCATIONAL DEVELOPMENT; \*VOCATIONAL EDUCATION; PROGRAM IMPROVEMENT; SUMMATIVE EVALUATION  
IDENTIFIERS - \*WISCONSIN

ABSTRACT - TO ASSESS THE



VOCATIONAL NEEDS OF ADULT BASIC EDUCATION (ABE) STUDENTS IN WISCONSIN. A WORK EVALUATION PROCESS WAS USED TO HELP THEM IDENTIFY REALISTIC GOALS AND THEIR RELATION TO SKILLS LEARNED. THE PROJECT CONSISTED OF MEETING WITH ABE COORDINATORS, ADMINISTERING A WORK EVALUATION PLAN, AND CONDUCTING A FOLLOWUP STUDY OF FIVE ABE STUDENTS FROM ABE SCHOOLS WITHIN THE STATE. THE FOLLOWUP INVESTIGATION SUPPORTED THE FACT THAT ABE STUDENTS AND ABE SCHOOLS DID RECEIVE FROM THE WORK EVALUATIONS, BENEFITS AND MEANINGFUL INFORMATION NECESSARY TO CONDUCT EFFECTIVE PROGRAM PLANNING. FINDINGS SHOWED THAT: (1) STUDENT GOALS WERE MORE REALISTIC, (2) RELEVANCE IN THE COURSE WORK WAS DISCERNABLE BY STUDENTS, (3) SUCCESS IN TASKS UNDERTAKEN TENDED TO HEIGHTEN SELF-CONFIDENCE, (4) CURRICULUM PLANNING COULD FOCUS ON VOCATIONAL AREAS WHERE OPTIMUM SUCCESS COULD BE EXPECTED, AND (5) VALUABLE INFORMATION CONCERNING STUDENTS, FOR USE IN PLANNING COURSE WORK, WAS OBTAINED. (AUTHOR/MU)

## VT 100 593

PUCEL, DAVID J.  
THE MINNESOTA VOCATIONAL FOLLOW-UP SYSTEM: RATIONALE AND METHODS.

MINNESOTA UNIV., MINNEAPOLIS.  
DEPT. OF TRADE AND INDUSTRIAL EDUCATION.  
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - FEB73 80P.

DESCRIPTORS - \*VOCATIONAL EDUCATION; \*POST SECONDARY EDUCATION; \*MANAGEMENT INFORMATION SYSTEMS; \*MANPOWER DEVELOPMENT; STATEWIDE PLANNING; INFORMATION SYSTEMS; MANPOWER UTILIZATION; MANPOWER NEEDS  
IDENTIFIERS - \*MINNESOTA

ABSTRACT - THE PURPOSE OF THIS INFORMATION SYSTEM IS TO GATHER DATA FOR MAKING DECISIONS CONCERNING THE IMPROVEMENT OF THE POSTSECONDARY PROGRAMS IN THE AREA VOCATIONAL TECHNICAL INSTITUTES OF MINNESOTA. DATA-GATHERING INSTRUMENTS PROVIDE INFORMATION ON STUDENT POPULATION, PROGRAM TERMINATION, AND STUDENT AND EMPLOYER FOLLOWUP. THIS REPORT PROVIDES A DESCRIPTION OF THE SYSTEM, THE HISTORY AND GOALS WHICH LED TO ITS NEED, INFORMATION REQUIREMENTS OF A TOTAL SYSTEM, THE INSTRUMENTS USED IN COMPILING DATA, PREPARATION, ANALYSIS, AND REPORTING OF THE DATA. (AUTHOR/MU)

BEST COPY AVAILABLE

## VT 100 594

PUCEL, DAVID J.  
SUMMARY OF ONE-YEAR FOLLOW-UP INFORMATION ON GRADUATES WHO GRADUATED FROM FULL-TIME DAY PROGRAMS OF THE MINNESOTA AREA VOCATIONAL-TECHNICAL INSTITUTES BETWEEN JULY 1, 1970, AND JUNE 30, 1971.

MINNESOTA UNIV., MINNEAPOLIS.  
DEPT. OF TRADE AND INDUSTRIAL EDUCATION.  
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - NOV72 37P.

DESCRIPTORS - \*FOLLOWUP STUDIES; \*TECHNICAL INSTITUTES; \*GRADUATES; TABLES (DATA); \*STATISTICAL DATA IDENTIFIERS - \*MINNESOTA

ABSTRACT - THIS REPORT IS ONE OF SEVERAL FEATURING 1-YEAR FOLLOWUP DATA GATHERED FROM STUDENTS WHO GRADUATED FROM THE MINNESOTA AREA VOCATIONAL-TECHNICAL INSTITUTES BETWEEN JULY 1970 AND JULY 1971. THE DATA, GATHERED BY THE VOCATIONAL FOLLOWUP SYSTEM FROM RESPONSES OF 82 PERCENT OF GRADUATES, PROVIDE FOUR TYPES OF SUMMARIES: (1) ALL GRADUATES FOLLOWED UP ACROSS THE ENTIRE STATE, (2) GRADUATES FOLLOWED UP IN EACH CURRICULUM AREA (E.G., AUTO MECHANICS) ACROSS THE ENTIRE STATE, (3) ALL GRADUATES FOLLOWED UP WITHIN EACH CURRICULUM AREA WITHIN EACH INSTITUTE, AND (4) ALL GRADUATES FOLLOWED UP WITHIN EACH INSTITUTE. (AUTHOR/MU)

## VT 100 595

REPORT OF STUDENT TERMINATIONS FROM SELECTED FULL-TIME DAY PROGRAMS OF THE MINNESOTA AREA VOCATIONAL-TECHNICAL INSTITUTES BETWEEN JULY 1, 1971, AND JUNE 30, 1974. SUMMARY OF ALL TERMINATIONS ACROSS THE STATE.

MINNESOTA UNIV., MINNEAPOLIS.  
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AVAILABLE IN VT-ERIC SET.  
PUB DATE - MAY73 19P.

DESCRIPTORS - \*ADULT DROPOUTS; \*TECHNICAL INSTITUTES; \*STATISTICAL DATA; \*DROPOUT RESEARCH; TABLES (DATA); DROPOUTS IDENTIFIERS - \*MINNESOTA

ABSTRACT - THE MINNESOTA VOCATIONAL FOLLOW-UP SYSTEM GATHERS THREE KINDS OF DATA CONCERNING THE STUDENTS: (1)

BIOGRAPHICAL DATA, (2) DATA ON THE PROGRESS OF THE STUDENTS THROUGH THE PROGRAMS OF THE INSTITUTES, AND (3) FOLLOWUP DATA ON GRADUATES, ONE YEAR AFTER GRADUATION. THIS IS THE FIRST REPORT OF TERMINATION DATA GATHERED BY THE SYSTEM. IT HAS BEEN DEVELOPED PRIMARILY AS A SAMPLE REPORT. IT INCLUDES ONLY INFORMATION ON STUDENTS WHO TERMINATED FROM PROGRAMS WHICH BEGAN AFTER JULY 1, 1971 AND ENDED BY JUNE 30, 1972. ANY PROGRAMS WHICH BEGAN IN THIS PERIOD BUT DID NOT HAVE A GRADUATING CLASS BY JUNE 30, 1972 ARE NOT INCLUDED. (AUTHOR/MU)

VT 100 596

MOORE, BILLY MAC  
THE FEASIBILITY OF A PSYCHOMOTOR  
MEDIA DIAGNOSTIC TEST MODEL FOR  
INDUSTRIAL ARTS.

DOCUMENT NOT AVAILABLE IN VT-ERIC  
SET.

UNIVERSITY MICROFILMS, A XEROX  
COMPANY, 300 N. ZEEB RD., ANN  
ARBOR, MI 48103 (MF \$4.00,  
XEROGRAPHY \$10.00).  
PUB DATE - 73 179P. ED.D.  
DISSERTATION, UNIV. OF NORTHERN  
COLORADO, GREELEY.

DESCRIPTORS - \*DIAGNOSTIC TESTS;  
\*INDUSTRIAL ARTS; \*PROGNOSTIC  
TESTS; \*TEST VALIDITY; \*TESTS;  
DOCTORAL THESES

ABSTRACT - TO DETERMINE THE  
FEASIBILITY OF A MEDIA DIAGNOSTIC  
TEST SYSTEM, A TEST DESIGNED FOR  
THE PURPOSE WAS ADMINISTERED TO  
TWO GROUPS OF WOMEN AND TWO GROUPS  
OF MEN, VARYING THE PRESENTATION  
ORDER BETWEEN WOMEN AND MEN.  
INDIVIDUAL MEDIA EFFECTIVENESS  
PROFILES WERE OBTAINED BY  
EVALUATING PSYCHOMOTOR PERFORMANCE  
TESTS AND WERE USED TO DETERMINE A  
VALIDATION TEACHING SEQUENCE WHICH  
IN TURN WAS EVALUATED AND RECORDED  
ON A MEDIA PROFILE SHEET. A  
CORRELATION OF THE STUDENTS'  
SCORES AND VALIDATION SCORES  
PROVIDED AN INDICATION OF THE  
VALIDITY OF THE MEDIA DIAGNOSTIC  
TESTING SYSTEM. FINDINGS FROM THE  
DATA LED TO THE CONCLUSION THAT  
THE SYSTEM IS A FEASIBLE MODEL  
CAPABLE OF PREDICTING INDIVIDUAL  
PSYCHOMOTOR LEARNING PROFILES.  
(AUTHOR/MU)

VT 100 597

HELLING, CLIFF E.; JOHANSEN,  
DONALD A.  
LOOKING FORWARD TO A CAREER:  
TEACHER'S GUIDE.

DOCUMENT NOT AVAILABLE IN VT-ERIC  
SET.  
DILLON PRESS INC., 500 S. THIRD  
ST., MINNEAPOLIS, MN 55415 (\$1.25)

PUB DATE - 73 31P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*RELEVANCE (EDUCATION); \*RESOURCE  
MATERIALS; \*VOCATIONAL  
DEVELOPMENT; FIELD TRIPS  
IDENTIFIERS - DILLON PRESS (THE)

ABSTRACT - THIS PROMOTIONAL  
PAMPHLET SEEKS TO GUIDE TEACHERS  
IN THEIR EFFORTS TO INTEGRATE  
CAREER EDUCATION CONCEPTS INTO THE  
SCHOOL CURRICULUM. AS A SOLUTION  
TO MANY OF THE PROBLEMS OF  
EDUCATIONAL PROGRAMS, THE DILLON  
PRESS CAREER OUTLINES OF CAREER  
CLUSTERS ARE PRESENTED IN AN  
EFFORT TO MAKE CLASSROOM MATERIALS  
MORE RELEVANT TO STUDENTS' NEEDS.  
SUGGESTIONS ARE GIVEN FOR EXPOSING  
STUDENTS TO CAREER EXPERIENCES AND  
EXAMPLES OF FIELD TRIPS ARE  
RELATED TO VARIOUS CAREER  
EDUCATION CONCEPTS. (MU)

VT 100 598

LIEB, ROBERT C.  
LABOR IN THE TRANSPORTATION  
INDUSTRIES.

NORTHEASTERN UNIV., BOSTON, MASS.  
COLL. OF BUSINESS ADMINISTRATION.  
DEPARTMENT OF TRANSPORTATION,  
WASHINGTON, D.C.  
DOCUMENT NOT AVAILABLE IN VT-ERIC  
SET.

NATIONAL TECHNICAL INFORMATION  
SERVICE, SPRINGFIELD, VA 22151 (PB  
217 121, MF \$1.45, SEE CATALOG FOR  
HARDCOPY PRICE)  
PUB DATE - FEB73 136P.

DESCRIPTORS - \*LABOR; \*LABOR  
ECONOMICS; \*LABOR LEGISLATION;  
\*RESEARCH; \*TRANSPORTATION; LABOR  
PROBLEMS; SURVEYS

ABSTRACT - SUMMARIZED IN THIS  
DOCUMENT ARE THE RESULTS OF A  
STUDY CONDUCTED TO EXAMINE  
SPECIFIC ASPECTS OF TRANSPORTATION  
AS IT RELATES TO LABOR. CONTENTS  
OF THE REPORT INCLUDE ANALYSES OF:  
(1) THE NATURE OF LABOR WITH  
REGARD TO ITS ORGANIZATION AND  
STRUCTURE IN THE TRANSPORTATION  
INDUSTRIES, (2) THE NATURE,  
EFFECT, AND ROLE OF TRANSPORTATION  
LABOR LEGISLATION, AND (3) LABOR  
PRODUCTIVITY IN TRANSPORTATION. IN  
ADDITION, AN ASSESSMENT OF THE  
FUTURE ROLE OF LABOR IN  
TRANSPORTATION IS GIVEN.  
(AUTHOR/SN)

VT 100 599

WOMEN IN INDUSTRY. NEW  
PERSPECTIVES FROM EDUCATION,  
INDUSTRY, GOVERNMENT.

NATIONAL ASSOCIATION OF  
MANUFACTURERS, NEW YORK, N.Y.  
INDUSTRIAL RELATIONS COMMITTEE.  
DOCUMENT NOT AVAILABLE IN VT-ERIC  
SET.



INDUSTRIAL RELATIONS DEPARTMENT,  
NATIONAL ASSOCIATION OF  
MANUFACTURERS, 277 PARK AVE., NEW  
YORK, N.Y. 10017  
PUB DATE - ND 96P.  
HIGHLIGHTS OF A CONFERENCE AT MARY  
BALDWIN COLLEGE, STAUNTON,  
VIRGINIA (UNDATED, PROBABLY 1971  
OR 1972).

DESCRIPTORS - \*WORKING WOMEN;  
\*WOMENS EDUCATION; \*EQUAL  
OPPORTUNITIES (JOBS); \*MANPOWER  
UTILIZATION; \*INDUSTRY;  
CONFERENCES; SPEECHES  
IDENTIFIERS - \*MARY BALDWIN  
COLLEGE

ABSTRACT - THESE HIGHLIGHTS OF A  
CONFERENCE AT MARY BALDWIN  
COLLEGE, STAUNTON, VIRGINIA  
INCLUDE THE TEXT OF ALL THE  
SPEECHES GIVEN BY LEADERS IN  
BUSINESS, INDUSTRY, GOVERNMENT AND  
EDUCATION. OVER 80 COMPANIES AND  
ORGANIZATIONS MET TO DEVELOP  
BETTER UTILIZATION BY BUSINESS OF  
COLLEGES AS A SOURCE OF TALENTED  
WOMEN, KEENER UNDERSTANDING OF  
BUSINESS BY STUDENTS, AND IMPROVED  
CAREER PREPARATION OF WOMEN BY  
COLLEGES. SPONSORING ORGANIZATIONS  
INCLUDED MARY BALDWIN COLLEGE,  
AMERICAN CAN COMPANY, AMERICAN  
TELEPHONE AND TELEGRAPH COMPANY,  
GENERAL ELECTRIC COMPANY,  
INTERNATIONAL PAPER COMPANY,  
WOMEN'S BUREAU OF THE U.S.  
DEPARTMENT OF LABOR, AND THE  
NATIONAL ASSOCIATION OF  
MANUFACTURERS. BY COOPERATING TO  
PRESENT THE ISSUES AND THE OUTLOOK  
FOR WOMEN IN INDUSTRY, THE  
SPONSORS HOPE THAT EFFECTIVE  
THRUST WILL BE GIVEN TO FULLER  
UTILIZATION OF THE TALENTS OF  
AMERICA'S WOMEN. (AUTHOR/MU)

VT 100 600  
A SYSTEM FOR DERIVING AND  
COMPARING EMPLOYMENT PROJECTIONS  
WITH OCCUPATIONAL EDUCATION  
ENROLLMENTS AND EXPECTED  
GRADUATES. FINAL REPORT.

SYSTEM SCIENCES, INC., BETHESDA,  
MD.  
NORTH CAROLINA STATE DEPT. OF  
PUBLIC INSTRUCTION, RALEIGH. DIV.  
OF RESEARCH; OFFICE OF EDUCATION  
(DHEW), WASHINGTON, D.C.  
DOCUMENT NOT AVAILABLE IN VT-ERIC  
SET.  
PUB DATE - 15JUN72 89P.

DESCRIPTORS - \*EMPLOYMENT  
OPPORTUNITIES; \*EMPLOYMENT  
PROJECTIONS; \*EMPLOYMENT  
STATISTICS; \*EMPLOYMENT TRENDS;  
\*INFORMATION SYSTEMS; GRADUATES  
IDENTIFIERS - \*NORTH CAROLINA

ABSTRACT - A PLAN FOR PROJECTING  
MANPOWER NEEDS FOR OFFICE OF  
EDUCATION PROGRAMS IN NORTH

CAROLINA IS PRESENTED HERE IN NINE  
STEPS LEADING TO ESTIMATED NEEDS  
IN 1975 INCLUDING CONVERSION INTO  
6-DIGIT OFFICE OF VOCATIONAL  
EDUCATION INSTRUCTIONAL CODES. THE  
METHODOLOGY AUTOMATICALLY PROVIDES  
INFORMATION USEFUL TO VOCATIONAL  
EDUCATORS IN IDENTIFYING THE  
NATURE AND SOURCES OF EMPLOYMENT.  
FOR EXAMPLE, THE FIGURES SHOW THAT  
LESS THAN 43 PERCENT OF THE  
EMPLOYMENT POTENTIAL IN  
DISTRIBUTIVE EDUCATION IS FOUND IN  
RETAIL STORES. THE DATA NOT ONLY  
REFLECT INDUSTRIAL DISTRIBUTION  
BUT DISTRIBUTION OF EMPLOYMENT  
WITHIN VARIOUS INDUSTRIES.  
ALTHOUGH THE NUMBER OF RETAIL  
STORE SALESPERSONS WILL INCREASE,  
THE RELATIVE IMPORTANCE OF SUCH  
POSITIONS WILL BE REDUCED BY THE  
USE OF NEW MERCHANDISING  
TECHNIQUES AND THE GROWING NEED IN  
THE STATE FOR INDUSTRIAL SALES  
REPRESENTATIVES IN MANUFACTURING  
INDUSTRIES SUCH AS LUMBER,  
TEXTILES, AND PAPER PRODUCTS.  
(AUTHOR/MU)



## RESEARCH MATERIALS SUBJECT INDEX

This index lists titles of documents under the major subject terms that have been assigned to characterize their contents. The subjects, which conform to those presented in the Thesaurus of ERIC Descriptors, are listed in alphabetical order.

As shown in the example below, the page on which the document abstract appears is displayed above the title.

### ABSTRACTS

|                                                                                     |   |
|-------------------------------------------------------------------------------------|---|
| VT 100 171                                                                          | 7 |
| NEW YORK STATE OCCUPATIONAL<br>EDUCATION MINI-GRANT PROGRAM--1971.<br>FINAL REPORT. |   |

### ACTION PROGRAMS (COMMUNITY)

|                                                          |   |
|----------------------------------------------------------|---|
| VT 100 165                                               | 5 |
| VISITING NURSE ASSOCIATION<br>HOMEMAKER SERVICE PROGRAM. |   |

### ADVISORY COMMITTEES

|                                                                                                      |    |
|------------------------------------------------------------------------------------------------------|----|
| VT 100 155                                                                                           | 2  |
| 1971 ANNUAL EVALUATION REPORT OF<br>THE TENNESSEE STATE ADVISORY<br>COUNCIL ON VOCATIONAL EDUCATION. |    |
| VT 100 168                                                                                           | 6  |
| CENTRAL STATES REGIONAL<br>CONFERENCE: ADVISORY COUNCILS<br>FOR VOCATIONAL EDUCATION.                |    |
| VT 100 187                                                                                           | 11 |
| ARKANSAS STATE ADVISORY COUNCIL<br>FOR VOCATIONAL-TECHNICAL EDUCATION<br>THIRD ANNUAL REPORT, 1972.  |    |

## SUBJECT INDEX

BEST COPY AVAILABLE

|                                                                                                                                                                                                | PAGE |                                                                                                                                                                                                                                       | PAGE |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <b>ABSTRACTING</b>                                                                                                                                                                             |      | <b>ADULT DROPOUTS</b>                                                                                                                                                                                                                 |      |
| VT 100 579                                                                                                                                                                                     | 447  | VT 100 595                                                                                                                                                                                                                            | 452  |
| A MODEL FOR ACQUISITION AND<br>SELECTION OF CAREER EDUCATION<br>INSTRUCTIONAL MATERIALS. FINAL<br>REPORT.                                                                                      |      | REPORT OF STUDENT TERMINATIONS<br>FROM SELECTED FULL-TIME DAY<br>PROGRAMS OF THE MINNESOTA AREA<br>VOCATIONAL-TECHNICAL<br>INSTITUTES BETWEEN JULY 1,<br>1971, AND JUNE 30, 1974.<br>SUMMARY OF ALL TERMINATIONS<br>ACROSS THE STATE. |      |
| <b>ABSTRACTS</b>                                                                                                                                                                               |      | <b>ADULT EDUCATION</b>                                                                                                                                                                                                                |      |
| VT 100 584                                                                                                                                                                                     | 443  | VT 100 528                                                                                                                                                                                                                            | 432  |
| ABSTRACTS OF EXEMPLARY<br>PROJECTS IN VOCATIONAL<br>EDUCATION.                                                                                                                                 |      | GUIDANCE COUNSELOR'S HANDBOOK<br>ON TECHNICAL EDUCATION IN<br>SOUTH CAROLINA.                                                                                                                                                         |      |
| <b>ACCIDENT PREVENTION</b>                                                                                                                                                                     |      | <b>ADVISORY COMMITTEES</b>                                                                                                                                                                                                            |      |
| VT 100 543                                                                                                                                                                                     | 436  | VT 100 540                                                                                                                                                                                                                            | 435  |
| AN INVESTIGATION OF THE<br>FREQUENCY OF ACCIDENTS WITH<br>SMALL POWER TOOLS.                                                                                                                   |      | THIRD ANNUAL REPORT OF THE<br>VIRGINIA STATE ADVISORY<br>COUNCIL ON VOCATIONAL<br>EDUCATION IN VIRGINIA,<br>ACADEMIC YEAR 1971-72.                                                                                                    |      |
| VT 100 563                                                                                                                                                                                     | 442  | VT 100 541                                                                                                                                                                                                                            | 436  |
| A STUDY INTO THE NEED FOR<br>SAFETY TECHNICIANS BY INDUSTRY<br>IN MEMPHIS AND VICINITY.                                                                                                        |      | ANNUAL EVALUATION REPORT OF<br>THE STATE ADVISORY COUNCIL ON<br>VOCATIONAL AND TECHNICAL<br>EDUCATION, FISCAL YEAR 1972.<br>STATE OF HAWAII.                                                                                          |      |
| <b>ACCIDENTS</b>                                                                                                                                                                               |      | VT 100 551                                                                                                                                                                                                                            | 439  |
| VT 100 543                                                                                                                                                                                     | 436  | THIRD ANNUAL EVALUATION REPORT<br>ON VOCATIONAL EDUCATION<br>(MONTANA).                                                                                                                                                               |      |
| AN INVESTIGATION OF THE<br>FREQUENCY OF ACCIDENTS WITH<br>SMALL POWER TOOLS.                                                                                                                   |      | VT 100 576                                                                                                                                                                                                                            | 446  |
| <b>ACHIEVEMENT GAINS</b>                                                                                                                                                                       |      | THE COSTS OF VOCATIONAL AND<br>NONVOCATIONAL PROGRAMS: A<br>STUDY OF MICHIGAN SECONDARY<br>SCHOOLS.                                                                                                                                   |      |
| VT 100 583                                                                                                                                                                                     | 448  | <b>AGRI-BUSINESS</b>                                                                                                                                                                                                                  |      |
| AN EVALUATION OF ELEMENTARY<br>CAREER EDUCATION BASED ON<br>LANGUAGE ACHIEVEMENT,<br>MATHEMATICS ACHIEVEMENT, AND<br>OCCUPATIONAL AWARENESS IN<br>LINCOLN COUNTY, WEST VIRGINIA.<br>A SUMMARY. |      | VT 100 532                                                                                                                                                                                                                            | 433  |
| <b>ADMINISTRATIVE PERSONNEL</b>                                                                                                                                                                |      | MINNESOTA AGRI-BUSINESS<br>EMPLOYMENT, OPPORTUNITIES AND<br>TRAINING NEEDS.                                                                                                                                                           |      |
| VT 100 517                                                                                                                                                                                     | 428  | <b>ALABAMA</b>                                                                                                                                                                                                                        |      |
| TRAINING INSTITUTES FOR<br>CURRICULUM PERSONNEL<br>DEVELOPMENT FOR INTEGRATION OR<br>INNOVATIVE CONCEPTS AND NEW<br>DEVELOPMENTS. VOLUME II. FINAL<br>REPORT.                                  |      | VT 100 548                                                                                                                                                                                                                            | 438  |
| VT 100 521                                                                                                                                                                                     | 430  | ABBREVIATED MANUAL OF<br>INSTRUCTIONS: VOCATIONAL<br>INFORMATION REPORTING SYSTEM.                                                                                                                                                    |      |
| TRAINING INSTITUTES FOR<br>CURRICULUM PERSONNEL<br>DEVELOPMENT FOR INTEGRATION OF<br>INNOVATIVE CONCEPTS AND NEW<br>DEVELOPMENTS, VOLUME I: FINAL<br>REPORT.                                   |      | VT 100 559                                                                                                                                                                                                                            | 441  |
| <b>ADULT BASIC EDUCATION</b>                                                                                                                                                                   |      | VOCATIONAL INFORMATION<br>REPORTING SYSTEM: MANUAL OF<br>INSTRUCTIONS.                                                                                                                                                                |      |
| VT 100 592                                                                                                                                                                                     | 451  | VT 100 560                                                                                                                                                                                                                            | 441  |
| THE FEASIBILITY OF USING WORK<br>EVALUATION AS A TOOL FOR<br>ASSESSMENT IN ADULT BASIC<br>EDUCATION. FINAL REPORT.                                                                             |      | A STUDY OF EMPLOYMENT<br>OPPORTUNITIES IN COSMETOLOGY<br>IN ALABAMA.                                                                                                                                                                  |      |
|                                                                                                                                                                                                |      | VT 100 561                                                                                                                                                                                                                            | 442  |
|                                                                                                                                                                                                |      | EMPLOYMENT OPPORTUNITIES FOR<br>WORKERS IN SALES AND RELATED<br>OCCUPATIONS IN ALABAMA.                                                                                                                                               |      |

## BEST COPY AVAILABLE SUBJECT INDEX

|                                                                                                                                                                                      | PAGE |                                                                                                                                                                                     | PAGE |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 562<br>EMPLOYMENT LEVELS AND<br>PROJECTIONS IN ELECTRONIC DATA<br>PROCESSING.                                                                                                 | 442  | <u>BLANDING AREA VOCATIONAL CENTER</u><br>VT 100 529<br>FOUR CORNERS COMMISSION REPORT<br>OF PLANNING PROJECT, BLANDING<br>AREA VOCATIONAL CENTER<br>PLANNING GRANT, PHASE II.      | 432  |
| <u>ALABAMA OCCUPATIONAL AND<br/>DEVELOPMENT UNIT</u><br>VT 100 558<br>IMPLEMENTATION OF A MICROFICHE<br>DUPLICATION AND DISSEMINATION<br>SERVICE IN ALABAMA: A<br>FEASIBILITY STUDY. | 441  | <u>BUSINESS EDUCATION</u><br>VT 100 525<br>THE STATUS OF BUSINESS<br>EDUCATION IN THE PUBLIC<br>SECONDARY SCHOOLS OF NEVADA.                                                        | 431  |
| <u>ALASKA</u><br>VT 100 523<br>COMMON PROFESSIONAL EDUCATION<br>COMPETENCIES NEEDED BY<br>ALASKA'S VOCATIONAL SECONDARY<br>SCHOOL TEACHERS.                                          | 430  | VT 100 526<br>THE TRAINING AND FURTHER<br>TRAINING OF TEACHERS OF<br>COMMERCIAL EDUCATION. MUNICH,<br>JUNE 3-11, 1970. REPORT OF<br>TRAINING COURSE.                                | 431  |
| <u>ANNUAL REPORTS</u><br>VT 100 551<br>THIRD ANNUAL EVALUATION REPORT<br>ON VOCATIONAL EDUCATION<br>(MONTANA).                                                                       | 439  | <u>BUSINESS EDUCATION TEACHERS</u><br>VT 100 525<br>THE STATUS OF BUSINESS<br>EDUCATION IN THE PUBLIC<br>SECONDARY SCHOOLS OF NEVADA.                                               | 431  |
| VT 100 552<br>TRAINING AND TECHNOLOGY. 1972<br>ANNUAL REPORT AND STATISTICAL<br>SUPPLEMENT.                                                                                          | 439  | VT 100 526<br>THE TRAINING AND FURTHER<br>TRAINING OF TEACHERS OF<br>COMMERCIAL EDUCATION. MUNICH,<br>JUNE 3-11, 1970. REPORT OF<br>TRAINING COURSE.                                | 431  |
| <u>APPRENTICESHIPS</u><br>VT 100 556<br>APPRENTICE TRAINING: SURE WAY<br>TO A SKILLED CRAFT.                                                                                         | 440  | <u>BUSINESS SUBJECTS</u><br>VT 100 525<br>THE STATUS OF BUSINESS<br>EDUCATION IN THE PUBLIC<br>SECONDARY SCHOOLS OF NEVADA.                                                         | 431  |
| <u>AREA VOCATIONAL SCHOOLS</u><br>VT 100 529<br>FOUR CORNERS COMMISSION REPORT<br>OF PLANNING PROJECT, BLANDING<br>AREA VOCATIONAL CENTER<br>PLANNING GRANT, PHASE II.               | 432  | <u>CANADA</u><br>VT 100 524<br>EMPLOYEE USE OF ADVANCE NOTICE<br>OF TERMINATION FOR JOB SEARCH.<br>EMPLOYMENT INFORMATION SERIES<br>NUMBER 2.                                       | 431  |
| VT 100 538<br>MOAB AREA VOCATIONAL CENTER.<br>FINAL REPORT.                                                                                                                          | 435  | <u>CAREER AWARENESS</u><br>VT 100 522<br>SAN ANTONIO CAREER AWARENESS<br>DEMONSTRATION GRANT, CONDUCTED<br>IN SOCORRO CONSOLIDATED SCHOOL<br>DISTRICT, NEW MEXICO. FINAL<br>REPORT. | 430  |
| <u>ARIZONA</u><br>VT 100 533<br>CAREER EDUCATION. LEADERSHIP<br>IN LEARNING.                                                                                                         | 433  | <u>CAREER EDUCATION</u><br>VT 100 516<br>CAREERS ORIENTED RELEVANT<br>EDUCATION (C.C.R.F.). FINAL<br>REPORT.                                                                        | 428  |
| <u>ARTICULATION (PROGRAM)</u><br>VT 100 572<br>HOME ECONOMICS IN THE<br>COMMUNITY COLLEGES OF<br>MICHIGAN.                                                                           | 445  | VT 100 522<br>SAN ANTONIO CAREER AWARENESS<br>DEMONSTRATION GRANT, CONDUCTED<br>IN SOCORRO CONSOLIDATED SCHOOL<br>DISTRICT, NEW MEXICO. FINAL<br>REPORT.                            | 430  |
| <u>AUTO MECHANICS</u><br>VT 100 518<br>DEVELOPMENT OF A STATE-WIDE<br>AUTO MECHANICS CURRICULUM.<br>FINAL REPORT.                                                                    | 429  | VT 100 533<br>CAREER EDUCATION. LEADERSHIP<br>IN LEARNING.                                                                                                                          | 433  |



## SUBJECT INDEX

BEST COPY AVAILABLE

|                                | PAGE |                                      | PAGE |
|--------------------------------|------|--------------------------------------|------|
| VT 100 536                     | 434  | VT 100 587                           | 450  |
| NEW OPPORTUNITIES FOR WORK.    |      | A COMPREHENSIVE CAREER               |      |
| INTERIM REPORT, FEB 1971-JUNE  |      | EDUCATION DEVELOPMENT PROJECT        |      |
| 1972.                          |      | FOR THE SCHOOL DISTRICTS OF          |      |
| VT 100 537                     | 434  | MUSKEGON AND MUSKEGON HEIGHTS,       |      |
| OUTREACH FOR URBAN INNER CITY  |      | MICHIGAN. INTERIM REPORT.            |      |
| YOUTH. INTERIM REPORT,         |      | VT 100 597                           | 453  |
| OCT-DEC, 1972.                 |      | LOOKING FORWARD TO A CAREER:         |      |
| VT 100 545                     | 437  | TEACHER'S GUIDE.                     |      |
| EVALUATION OF A VOCATIONAL     |      | <del>CAREER EXPLORATION</del>        |      |
| EDUCATION PUBLIC INFORMATION   |      | VT 100 573                           | 445  |
| PROGRAM. FINAL REPORT.         |      | CAREER EDUCATION AND THE             |      |
| VT 100 549                     | 438  | EMERGING MIDDLE SCHOOL: A            |      |
| CAREER EDUCATION: K-12 AND     |      | REVIEW OF THE LITERATURE             |      |
| BEYOND. (ACHILLES PAPER).      |      | RELATED TO CAREER EDUCATION          |      |
| VT 100 553                     | 439  | AND THE EMERGING MIDDLE SCHOOL       |      |
| CAREER EDUCATION, K-12 AND     |      | WITH RECOMMENDATIONS RELATED         |      |
| BEYOND. (RONEY PAPER).         |      | TO CAREER EDUCATION IN THE           |      |
| VT 100 565                     | 443  | EMERGING MIDDLE SCHOOL.              |      |
| PROCEEDINGS OF THE             |      | <del>CAREER OPPORTUNITIES</del>      |      |
| COORDINATING CONFERENCE OF     |      | VT 100 555                           | 440  |
| STATE-LEVEL AND LOCAL-LEVEL    |      | WOMEN IN THE FOREST SERVICE.         |      |
| DIRECTORS OF CAREER EDUCATION  |      | VT 100 556                           | 440  |
| PROJECTS FUNDED UNDER SECTION  |      | APPRENTICE TRAINING: SUPE WAY        |      |
| 142(C) OF PART D AND SECTION   |      | TO A SKILLED CRAFT.                  |      |
| 131(A) OF PART C OF PUBLIC LAW |      | VT 100 580                           | 447  |
| 90-576.                        |      | EXEMPLARY VOCATIONAL EDUCATION       |      |
| VT 100 573                     | 445  | PROGRAM BASED ON ENVIRONMENTAL       |      |
| CAREER EDUCATION AND THE       |      | STUDIES K-14. INTERIM REPORT         |      |
| EMERGING MIDDLE SCHOOL: A      |      | (JUNE 1, 1971-MAY 31, 1972)          |      |
| REVIEW OF THE LITERATURE       |      | <del>CAREER PLANNING</del>           |      |
| RELATED TO CAREER EDUCATION    |      | VT 100 573                           | 445  |
| AND THE EMERGING MIDDLE SCHOOL |      | CAREER EDUCATION AND THE             |      |
| WITH RECOMMENDATIONS RELATED   |      | EMERGING MIDDLE SCHOOL: A            |      |
| TO CAREER EDUCATION IN THE     |      | REVIEW OF THE LITERATURE             |      |
| EMERGING MIDDLE SCHOOL.        |      | RELATED TO CAREER EDUCATION          |      |
| VT 100 578                     | 447  | AND THE EMERGING MIDDLE SCHOOL       |      |
| RESEARCH PROJECT IN VOCATIONAL |      | WITH RECOMMENDATIONS RELATED         |      |
| EDUCATION, CONDUCTED UNDER     |      | TO CAREER EDUCATION IN THE           |      |
| PART C OF PUBLIC LAW 90-576.   |      | EMERGING MIDDLE SCHOOL.              |      |
| QUARTERLY REPORT.              |      | <del>CAREERS ORIENTED RELEVANT</del> |      |
| VT 100 580                     | 447  | <del>EDUCATION</del>                 |      |
| EXEMPLARY VOCATIONAL EDUCATION |      | VT 100 516                           | 428  |
| PROGRAM BASED ON ENVIRONMENTAL |      | CAREERS ORIENTED RELEVANT            |      |
| STUDIES K-14. INTERIM REPORT   |      | EDUCATION (C.O.R.F.). FINAL          |      |
| (JUNE 1, 1971-MAY 31, 1972)    |      | REPORT.                              |      |
| VT 100 581                     | 448  | <del>CATALOGS</del>                  |      |
| INSTRUCTIONAL MATERIALS FOR    |      | VT 100 554                           | 440  |
| CAREER EDUCATION: A SEARCH AND |      | CATALOG OF PUBLICATIONS.             |      |
| ASSESSMENT FOR THE OFFICE OF   |      | <del>CENTER FOR OCCUPATIONAL</del>   |      |
| EDUCATION.                     |      | <del>EDUCATION</del>                 |      |
| VT 100 583                     | 448  | VT 100 554                           | 440  |
| AN EVALUATION OF ELEMENTARY    |      | CATALOG OF PUBLICATIONS.             |      |
| CAREER EDUCATION BASED ON      |      | <del>CEYLON</del>                    |      |
| LANGUAGE ACHIEVEMENT,          |      | VT 100 520                           | 429  |
| MATHEMATICS ACHIEVEMENT, AND   |      | THE ESTABLISHMENT OF A               |      |
| OCCUPATIONAL AWARENESS IN      |      | NATIONAL VOCATIONAL TRAINING         |      |
| LINCOLN COUNTY, WEST VIRGINIA. |      | SCHEME (CEYLON).                     |      |
| A SUMMARY.                     |      |                                      |      |
| VT 100 586                     | 449  |                                      |      |
| EVALUATION OF FOUR CAREER      |      |                                      |      |
| EDUCATION MEDIA USED BY THE    |      |                                      |      |
| INDIANA CAREER RESOURCE        |      |                                      |      |
| CENTER. RESEARCH AND           |      |                                      |      |
| EVALUATION REPORT SERIES.      |      |                                      |      |
| REPORT NUMBER 2.               |      |                                      |      |

## SUBJECT INDEX

BEST COPY AVAILABLE

|                                                                                                                                                                                                           | PAGE |                                                                                                                                                | PAGE |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>CITY WIDE PROGRAMS</u>                                                                                                                                                                                 |      | <u>COOPERATIVE EDUCATION</u>                                                                                                                   |      |
| VT 100 549                                                                                                                                                                                                | 438  | VT 100 542                                                                                                                                     | 436  |
| CAREER EDUCATION: K-12 AND BEYOND. (ACHILLES PAPER).                                                                                                                                                      |      | ALTERNATE PLANS IN THE EVENT OF WORK INTERRUPTION.                                                                                             |      |
| <u>CLERICAL WORKERS</u>                                                                                                                                                                                   |      | <u>COOPERATIVE PROGRAMS</u>                                                                                                                    |      |
| VT 100 562                                                                                                                                                                                                | 442  | VT 100 542                                                                                                                                     | 436  |
| EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.                                                                                                                                          |      | ALTERNATE PLANS IN THE EVENT OF WORK INTERRUPTION.                                                                                             |      |
| <u>COMMUNITY COLLEGES</u>                                                                                                                                                                                 |      | <u>COSMETOLOGISIS</u>                                                                                                                          |      |
| VT 100 572                                                                                                                                                                                                | 445  | VT 100 560                                                                                                                                     | 441  |
| HOME ECONOMICS IN THE COMMUNITY COLLEGES OF MICHIGAN.                                                                                                                                                     |      | A STUDY OF EMPLOYMENT OPPORTUNITIES IN COSMETOLOGY IN ALABAMA.                                                                                 |      |
| <u>COMMUNITY ORGANIZATIONS</u>                                                                                                                                                                            |      | <u>COST EFFECTIVENESS</u>                                                                                                                      |      |
| VT 100 546                                                                                                                                                                                                | 437  | VT 100 576                                                                                                                                     | 446  |
| FORMING CONSUMER ORGANIZATIONS.                                                                                                                                                                           |      | THE COSTS OF VOCATIONAL AND NONVOCATIONAL PROGRAMS: A STUDY OF MICHIGAN SECONDARY SCHOOLS.                                                     |      |
| <u>COMPUTER SCIENCE EDUCATION</u>                                                                                                                                                                         |      | <u>COUNSELOR ATTITUDES</u>                                                                                                                     |      |
| VT 100 562                                                                                                                                                                                                | 442  | VT 100 547                                                                                                                                     | 438  |
| EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.                                                                                                                                          |      | THE VOCATIONAL COUNSELOR AND SOCIAL ACTION.                                                                                                    |      |
| <u>CONFERENCE REPORTS</u>                                                                                                                                                                                 |      | <u>COUNSELOR PERFORMANCE</u>                                                                                                                   |      |
| VT 100 526                                                                                                                                                                                                | 431  | VT 100 547                                                                                                                                     | 438  |
| THE TRAINING AND FURTHER TRAINING OF TEACHERS OF COMMERCIAL EDUCATION. MUNICH, JUNE 3-11, 1970. REPORT OF TRAINING COURSE.                                                                                |      | THE VOCATIONAL COUNSELOR AND SOCIAL ACTION.                                                                                                    |      |
| VT 100 527                                                                                                                                                                                                | 431  | <u>COUNSELOR ROLE</u>                                                                                                                          |      |
| TRAINING AND FURTHER TRAINING OF TEACHERS IN TECHNICAL SCHOOLS. AUSTRIA, OCTOBER 5-10, 1970. REPORT OF TRAINING COURSE.                                                                                   |      | VT 100 547                                                                                                                                     | 438  |
| VT 100 565                                                                                                                                                                                                | 443  | THE VOCATIONAL COUNSELOR AND SOCIAL ACTION.                                                                                                    |      |
| PROCEEDINGS OF THE COORDINATING CONFERENCE OF STATE-LEVEL AND LOCAL-LEVEL DIRECTORS OF CAREER EDUCATION PROJECTS FUNDED UNDER SECTION 142(C) OF PART D AND SECTION 131(A) OF PART C OF PUBLIC LAW 90-576. |      | <u>COURSE CONTENT</u>                                                                                                                          |      |
| <u>CONSUMER EDUCATION</u>                                                                                                                                                                                 |      | VT 100 572                                                                                                                                     | 445  |
| VT 100 546                                                                                                                                                                                                | 437  | HOME ECONOMICS IN THE COMMUNITY COLLEGES OF MICHIGAN.                                                                                          |      |
| FORMING CONSUMER ORGANIZATIONS.                                                                                                                                                                           |      | <u>CURRICULUM DEVELOPMENT</u>                                                                                                                  |      |
| VT 100 577                                                                                                                                                                                                | 446  | VT 100 516                                                                                                                                     | 428  |
| POLICIES FOR VOCATIONAL HOME ECONOMICS PROGRAMS IN NORTH DAKOTA.                                                                                                                                          |      | CAREERS ORIENTED RELEVANT EDUCATION (C.O.R.E.). FINAL REPORT.                                                                                  |      |
| <u>CONSUMER SCIENCE</u>                                                                                                                                                                                   |      | VT 100 517                                                                                                                                     | 428  |
| VT 100 546                                                                                                                                                                                                | 437  | TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OR INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS. VOLUME II. FINAL REPORT. |      |
| FORMING CONSUMER ORGANIZATIONS.                                                                                                                                                                           |      | VT 100 518                                                                                                                                     | 429  |
|                                                                                                                                                                                                           |      | DEVELOPMENT OF A STATE-WIDE AUTO MECHANICS CURRICULUM. FINAL REPORT.                                                                           |      |
|                                                                                                                                                                                                           |      | VT 100 519                                                                                                                                     | 429  |
|                                                                                                                                                                                                           |      | DEVELOPMENT OF A POWER PLANT OPERATORS CURRICULUM. FINAL REPORT.                                                                               |      |

## SUBJECT INDEX

BEST COPY AVAILABLE

|                                                                                                                                                                                   | PAGE |                                                                                                                                                                                                           | PAGE |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 521                                                                                                                                                                        | 430  | VT 100 550                                                                                                                                                                                                | 439  |
| TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OF INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS, VOLUME I: FINAL REPORT.                                     |      | PROJECT PASS: FINAL PROJECT REPORT.                                                                                                                                                                       |      |
|                                                                                                                                                                                   |      | VT 100 564                                                                                                                                                                                                | 443  |
|                                                                                                                                                                                   |      | ABSTRACTS OF EXEMPLARY PROJECTS IN VOCATIONAL EDUCATION.                                                                                                                                                  |      |
| <u>CURRICULUM PLANNING</u>                                                                                                                                                        |      | VT 100 565                                                                                                                                                                                                | 443  |
| VT 100 517                                                                                                                                                                        | 428  | PROCEEDINGS OF THE COORDINATING CONFERENCE OF STATE-LEVEL AND LOCAL-LEVEL DIRECTORS OF CAREER EDUCATION PROJECTS FUNDED UNDER SECTION 142(C) OF PART D AND SECTION 131(A) OF PART C OF PUBLIC LAW 90-576. |      |
| TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OR INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS. VOLUME II. FINAL REPORT.                                    |      | VT 100 566                                                                                                                                                                                                | 443  |
| VT 100 518                                                                                                                                                                        | 429  | ARTICULATION OF OCCUPATIONAL ORIENTATION, EDUCATION, AND PLACEMENT IN PRIVATE AND PUBLIC ELEMENTARY, SECONDARY, AND POST-SECONDARY SCHOOLS. EVALUATION REPORT (SECOND YEAR).                              |      |
| DEVELOPMENT OF A STATE-WIDE AUTO MECHANICS CURRICULUM. FINAL REPORT.                                                                                                              |      |                                                                                                                                                                                                           |      |
| VT 100 519                                                                                                                                                                        | 429  | <u>DEVELOPING NATIONS</u>                                                                                                                                                                                 |      |
| DEVELOPMENT OF A POWER PLANT OPERATORS CURRICULUM. FINAL REPORT.                                                                                                                  |      | VT 100 520                                                                                                                                                                                                | 429  |
| VT 100 521                                                                                                                                                                        | 430  | THE ESTABLISHMENT OF A NATIONAL VOCATIONAL TRAINING SCHEME (CEYLON).                                                                                                                                      |      |
| TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OF INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS, VOLUME I: FINAL REPORT.                                     |      | <u>DEVELOPMENTAL PROGRAMS</u>                                                                                                                                                                             |      |
| VT 100 523                                                                                                                                                                        | 430  | VT 100 587                                                                                                                                                                                                | 450  |
| COMMON PROFESSIONAL EDUCATION COMPETENCIES NEEDED BY ALASKA'S VOCATIONAL SECONDARY SCHOOL TEACHERS.                                                                               |      | A COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT FOR THE SCHOOL DISTRICTS OF MUSKEGON AND MUSKEGON HEIGHTS, MICHIGAN. INTERIM REPORT.                                                                 |      |
| <u>DATA BASES</u>                                                                                                                                                                 |      |                                                                                                                                                                                                           |      |
| VT 100 588                                                                                                                                                                        | 450  | <u>DIAGNOSTIC TESTS</u>                                                                                                                                                                                   |      |
| LEARNING A LIVING ACROSS THE NATION. PROJECT BASELINE SECOND NATIONAL REPORT. VOL. 1: BASELINE YEAR 1970-71 (FISCAL YEAR 1971). VOL. 2: BASELINE YEAR 1971-72 (FISCAL YEAR 1972). |      | VT 100 596                                                                                                                                                                                                | 453  |
|                                                                                                                                                                                   |      | THE FEASIBILITY OF A PSYCHOMOTOR MEDIA DIAGNOSTIC TEST MODEL FOR INDUSTRIAL ARTS.                                                                                                                         |      |
| <u>DATA COLLECTION</u>                                                                                                                                                            |      | <u>DIRECTORIES</u>                                                                                                                                                                                        |      |
| VT 100 559                                                                                                                                                                        | 441  | VT 100 567                                                                                                                                                                                                | 443  |
| VOCATIONAL INFORMATION REPORTING SYSTEM: MANUAL OF INSTRUCTIONS.                                                                                                                  |      | DIRECTORY OF PRIVATE SCHOOLS IN FLORIDA OFFERING VOCATIONAL COURSES APPROVED FOR THE TRAINING OF VETERANS AND ELIGIBLE PERSONS. JANUARY 1973.                                                             |      |
| <u>DATA PROCESSING OCCUPATIONS</u>                                                                                                                                                |      | <u>DISADVANTAGED GROUPS</u>                                                                                                                                                                               |      |
| VT 100 562                                                                                                                                                                        | 442  | VT 100 522                                                                                                                                                                                                | 430  |
| EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.                                                                                                                  |      | SAN ANTONIO CAREER AWARENESS DEMONSTRATION GRANT, CONDUCTED IN SOCORRO CONSOLIDATED SCHOOL DISTRICT, NEW MEXICO. FINAL REPORT.                                                                            |      |
| <u>DEMONSTRATION PROJECTS</u>                                                                                                                                                     |      |                                                                                                                                                                                                           |      |
| VT 100 522                                                                                                                                                                        | 430  |                                                                                                                                                                                                           |      |
| SAN ANTONIO CAREER AWARENESS DEMONSTRATION GRANT, CONDUCTED IN SOCORRO CONSOLIDATED SCHOOL DISTRICT, NEW MEXICO. FINAL REPORT.                                                    |      |                                                                                                                                                                                                           |      |



BEST COPY AVAILABLE

## SUBJECT INDEX

|                                                                                                                                                                                                                                       | PAGE |                                                                                                                                                                                                | PAGE |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <b>DROPOUT RESEARCH</b>                                                                                                                                                                                                               |      | <b>EDUCATIONAL RESEARCH</b>                                                                                                                                                                    |      |
| VT 100 595                                                                                                                                                                                                                            | 452  | VT 100 535                                                                                                                                                                                     | 434  |
| REPORT OF STUDENT TERMINATIONS<br>FROM SELECTED FULL-TIME DAY<br>PROGRAMS OF THE MINNESOTA AREA<br>VOCATIONAL-TECHNICAL<br>INSTITUTES BETWEEN JULY 1,<br>1971, AND JUNE 30, 1974.<br>SUMMARY OF ALL TERMINATIONS<br>ACROSS THE STATE. |      | PLACEMENT AND FOLLOW-UP<br>STUDIES IN VOCATIONAL<br>EDUCATION.                                                                                                                                 |      |
| <b>EDUCATIONAL NEEDS</b>                                                                                                                                                                                                              |      | VT 100 581                                                                                                                                                                                     | 448  |
| VT 100 532                                                                                                                                                                                                                            | 433  | INSTRUCTIONAL MATERIALS FOR<br>CAREER EDUCATION: A SEARCH AND<br>ASSESSMENT FOR THE OFFICE OF<br>EDUCATION.                                                                                    |      |
| MINNESOTA AGRI-BUSINESS<br>EMPLOYMENT, OPPORTUNITIES AND<br>TRAINING NEEDS.                                                                                                                                                           |      | VT 100 583                                                                                                                                                                                     | 448  |
| <b>EDUCATIONAL OBJECTIVES</b>                                                                                                                                                                                                         |      | AN EVALUATION OF ELEMENTARY<br>CAREER EDUCATION BASED ON<br>LANGUAGE ACHIEVEMENT,<br>MATHEMATICS ACHIEVEMENT, AND<br>OCCUPATIONAL AWARENESS IN<br>LINCOLN COUNTY, WEST VIRGINIA.<br>A SUMMARY. |      |
| VT 100 533                                                                                                                                                                                                                            | 433  | <b>EDUCATIONAL SPECIFICATIONS</b>                                                                                                                                                              |      |
| CAREER EDUCATION. LEADERSHIP<br>IN LEARNING.                                                                                                                                                                                          |      | VT 100 529                                                                                                                                                                                     | 432  |
| VT 100 587                                                                                                                                                                                                                            | 450  | FOUR CORNERS COMMISSION REPORT<br>OF PLANNING PROJECT, BLANDING<br>AREA VOCATIONAL CENTER<br>PLANNING GRANT, PHASE II.                                                                         |      |
| A COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT<br>FOR THE SCHOOL DISTRICTS OF<br>MUSKEGON AND MUSKEGON HEIGHTS,<br>MICHIGAN. INTERIM REPORT.                                                                                 |      | VT 100 538                                                                                                                                                                                     | 435  |
| <b>EDUCATIONAL OPPORTUNITIES</b>                                                                                                                                                                                                      |      | MOAB AREA VOCATIONAL CENTER.<br>FINAL REPORT.                                                                                                                                                  |      |
| VT 100 528                                                                                                                                                                                                                            | 432  | <b>EDUCATIONALLY DISADVANTAGED</b>                                                                                                                                                             |      |
| GUIDANCE COUNSELOR'S HANDBOOK<br>ON TECHNICAL EDUCATION IN<br>SOUTH CAROLINA.                                                                                                                                                         |      | VT 100 534                                                                                                                                                                                     | 434  |
| VT 100 556                                                                                                                                                                                                                            | 440  | THE FEDERAL GOVERNMENT AS AN<br>EMPLOYER OF THE UNSKILLED AND<br>UNDEREDUCATED.                                                                                                                |      |
| APPRENTICE TRAINING: SURE WAY<br>TO A SKILLED CRAFT.                                                                                                                                                                                  |      | <b>ELECTROMECHANICAL TECHNOLOGY</b>                                                                                                                                                            |      |
| <b>EDUCATIONAL PHILOSOPHY</b>                                                                                                                                                                                                         |      | VT 100 519                                                                                                                                                                                     | 429  |
| VT 100 533                                                                                                                                                                                                                            | 433  | DEVELOPMENT OF A POWER PLANT<br>OPERATORS CURRICULUM. FINAL<br>REPORT.                                                                                                                         |      |
| CAREER EDUCATION. LEADERSHIP<br>IN LEARNING.                                                                                                                                                                                          |      | <b>ELEMENTARY GRADES</b>                                                                                                                                                                       |      |
| <b>EDUCATIONAL PLANNING</b>                                                                                                                                                                                                           |      | VT 100 578                                                                                                                                                                                     | 447  |
| VT 100 531                                                                                                                                                                                                                            | 433  | RESEARCH PROJECT IN VOCATIONAL<br>EDUCATION, CONDUCTED UNDER<br>PART C OF PUBLIC LAW 90-576.<br>QUARTERLY REPORT.                                                                              |      |
| SECOND ANNUAL REPORT OF<br>MONTANA STATE ADVISORY COUNCIL<br>FOR VOCATIONAL EDUCATION,<br>1971.                                                                                                                                       |      | <b>ELEMENTARY SCHOOL STUDENTS</b>                                                                                                                                                              |      |
| VT 100 536                                                                                                                                                                                                                            | 434  | VT 100 522                                                                                                                                                                                     | 430  |
| NEW OPPORTUNITIES FOR WORK.<br>INTERIM REPORT, FEB 1971-JUNE<br>1972.                                                                                                                                                                 |      | SAN ANTONIO CAREER AWARENESS<br>DEMONSTRATION GRANT, CONDUCTED<br>IN SOCORRO CONSOLIDATED SCHOOL<br>DISTRICT, NEW MEXICO. FINAL<br>REPORT.                                                     |      |
| <b>EDUCATIONAL PROGRAMS</b>                                                                                                                                                                                                           |      | <b>EMPLOYMENT OPPORTUNITIES</b>                                                                                                                                                                |      |
| VT 100 531                                                                                                                                                                                                                            | 433  | VT 100 532                                                                                                                                                                                     | 433  |
| SECOND ANNUAL REPORT OF<br>MONTANA STATE ADVISORY COUNCIL<br>FOR VOCATIONAL EDUCATION,<br>1971.                                                                                                                                       |      | MINNESOTA AGRI-BUSINESS<br>EMPLOYMENT, OPPORTUNITIES AND<br>TRAINING NEEDS.                                                                                                                    |      |
| VT 100 536                                                                                                                                                                                                                            | 434  | VT 100 560                                                                                                                                                                                     | 441  |
| NEW OPPORTUNITIES FOR WORK.<br>INTERIM REPORT, FEB 1971-JUNE<br>1972.                                                                                                                                                                 |      | A STUDY OF EMPLOYMENT<br>OPPORTUNITIES IN COSMETOLOGY<br>IN ALABAMA.                                                                                                                           |      |

## SUBJECT INDEX

|                                                                                                                                          | PAGE |                                                                                                                                                                              | PAGE |
|------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 561                                                                                                                               | 442  | EUROPE                                                                                                                                                                       |      |
| EMPLOYMENT OPPORTUNITIES FOR WORKERS IN SALES AND RELATED OCCUPATIONS IN ALABAMA.                                                        |      | VT 100 526                                                                                                                                                                   | 431  |
| VT 100 600                                                                                                                               | 454  | THE TRAINING AND FURTHER TRAINING OF TEACHERS OF COMMERCIAL EDUCATION. MUNICH, JUNE 3-11, 1970. REPORT OF TRAINING COURSE.                                                   |      |
| A SYSTEM FOR DERIVING AND COMPARING EMPLOYMENT PROJECTIONS WITH OCCUPATIONAL EDUCATION ENROLLMENTS AND EXPECTED GRADUATES. FINAL REPORT. |      | VT 100 527                                                                                                                                                                   | 431  |
| <u>EMPLOYMENT POTENTIAL</u>                                                                                                              |      | TRAINING AND FURTHER TRAINING OF TEACHERS IN TECHNICAL SCHOOLS. AUSTRIA, OCTOBER 5-10, 1970. REPORT OF TRAINING COURSE.                                                      |      |
| VT 100 560                                                                                                                               | 441  | <u>EVALUATION</u>                                                                                                                                                            |      |
| A STUDY OF EMPLOYMENT OPPORTUNITIES IN COSMETOLOGY IN ALABAMA.                                                                           |      | VT 100 566                                                                                                                                                                   | 443  |
| <u>EMPLOYMENT PROGRAMS</u>                                                                                                               |      | ARTICULATION OF OCCUPATIONAL ORIENTATION, EDUCATION, AND PLACEMENT IN PRIVATE AND PUBLIC ELEMENTARY, SECONDARY, AND POST-SECONDARY SCHOOLS. EVALUATION REPORT (SECOND YEAR). |      |
| VT 100 534                                                                                                                               | 434  | <u>EVALUATION CRITERIA</u>                                                                                                                                                   |      |
| THE FEDERAL GOVERNMENT AS AN EMPLOYER OF THE UNSKILLED AND UNDEREDUCATED.                                                                |      | VT 100 569                                                                                                                                                                   | 444  |
| <u>EMPLOYMENT PROJECTIONS</u>                                                                                                            |      | JOB CORPS TRAINING STANDARD FOR WELDER.                                                                                                                                      |      |
| VT 100 600                                                                                                                               | 454  | VT 100 570                                                                                                                                                                   | 444  |
| A SYSTEM FOR DERIVING AND COMPARING EMPLOYMENT PROJECTIONS WITH OCCUPATIONAL EDUCATION ENROLLMENTS AND EXPECTED GRADUATES. FINAL REPORT. |      | JOB CORPS TRAINING STANDARD FOR CLERK TYPIST.                                                                                                                                |      |
| <u>EMPLOYMENT STATISTICS</u>                                                                                                             |      | <u>EVALUATION METHODS</u>                                                                                                                                                    |      |
| VT 100 560                                                                                                                               | 441  | VT 100 576                                                                                                                                                                   | 446  |
| A STUDY OF EMPLOYMENT OPPORTUNITIES IN COSMETOLOGY IN ALABAMA.                                                                           |      | THE COSTS OF VOCATIONAL AND NONVOCATIONAL PROGRAMS: A STUDY OF MICHIGAN SECONDARY SCHOOLS.                                                                                   |      |
| VT 100 600                                                                                                                               | 454  | <u>FACILITY REQUIREMENTS</u>                                                                                                                                                 |      |
| A SYSTEM FOR DERIVING AND COMPARING EMPLOYMENT PROJECTIONS WITH OCCUPATIONAL EDUCATION ENROLLMENTS AND EXPECTED GRADUATES. FINAL REPORT. |      | VT 100 538                                                                                                                                                                   | 435  |
| <u>EMPLOYMENT TRENDS</u>                                                                                                                 |      | MOAB AREA VOCATIONAL CENTER. FINAL REPORT.                                                                                                                                   |      |
| VT 100 600                                                                                                                               | 454  | <u>FEDERAL GOVERNMENT</u>                                                                                                                                                    |      |
| A SYSTEM FOR DERIVING AND COMPARING EMPLOYMENT PROJECTIONS WITH OCCUPATIONAL EDUCATION ENROLLMENTS AND EXPECTED GRADUATES. FINAL REPORT. |      | VT 100 534                                                                                                                                                                   | 434  |
| <u>ENVIRONMENTAL EDUCATION</u>                                                                                                           |      | THE FEDERAL GOVERNMENT AS AN EMPLOYER OF THE UNSKILLED AND UNDEREDUCATED.                                                                                                    |      |
| VT 100 580                                                                                                                               | 447  | <u>FEMALES</u>                                                                                                                                                               |      |
| EXEMPLARY VOCATIONAL EDUCATION PROGRAM BASED ON ENVIRONMENTAL STUDIES K-14. INTERIM REPORT (JUNE 1, 1971-MAY 31, 1972)                   |      | VT 100 555                                                                                                                                                                   | 440  |
| <u>EQUAL OPPORTUNITIES (JOBS)</u>                                                                                                        |      | WOMEN IN THE FOREST SERVICE.                                                                                                                                                 |      |
| VT 100 599                                                                                                                               | 453  | <u>FLORIDA</u>                                                                                                                                                               |      |
| WOMEN IN INDUSTRY. NEW PERSPECTIVES FROM EDUCATION, INDUSTRY, GOVERNMENT.                                                                |      | VT 100 567                                                                                                                                                                   | 443  |
|                                                                                                                                          |      | DIRECTORY OF PRIVATE SCHOOLS IN FLORIDA OFFERING VOCATIONAL COURSES APPROVED FOR THE TRAINING OF VETERANS AND ELIGIBLE PERSONS. JANUARY 1973.                                |      |

BEST COPY AVAILABLE

## SUBJECT INDEX

|                                       | PAGE |                                       | PAGE |
|---------------------------------------|------|---------------------------------------|------|
| <u>FOLLOWUP STUDIES</u>               |      | <u>HEALTH PERSONNEL</u>               |      |
| VT 100 575                            | 446  | VT 100 544                            | 437  |
| OCCUPATIONAL TRAINING                 |      | IMPROVING THE UTILIZATION OF          |      |
| INFORMATION SYSTEM CYCLE FIVE         |      | HEALTH MANPOWER. THIRD                |      |
| REPORT, SUPPLEMENT 2: A               |      | QUARTERLY REPORT.                     |      |
| FOLLOW-UP STUDY OF GRADUATES.         |      |                                       |      |
| VT 100 594                            | 452  | <u>HOME ECONOMICS</u>                 |      |
| SUMMARY OF ONE-YEAR FOLLOW-UP         |      | VT 100 577                            | 446  |
| INFORMATION ON GRADUATES WHO          |      | POLICIES FOR VOCATIONAL HOME          |      |
| GRADUATED FROM FULL-TIME DAY          |      | ECONOMICS PROGRAMS IN NORTH           |      |
| PROGRAMS OF THE MINNESOTA AREA        |      | DAKOTA.                               |      |
| VOCATIONAL-TECHNICAL                  |      |                                       |      |
| INSTITUTES BETWEEN JULY 1,            |      | <u>HOME ECONOMICS EDUCATION</u>       |      |
| 1970, AND JUNE 30, 1971.              |      | VT 100 572                            | 445  |
|                                       |      | HOME ECONOMICS IN THE                 |      |
| <u>FORESTRY</u>                       |      | COMMUNITY COLLEGES OF                 |      |
| VT 100 555                            | 440  | MICHIGAN.                             |      |
| WOMEN IN THE FOREST SERVICE.          |      | VT 100 577                            | 446  |
|                                       |      | POLICIES FOR VOCATIONAL HOME          |      |
| <u>FORESTRY OCCUPATIONS</u>           |      | ECONOMICS PROGRAMS IN NORTH           |      |
| VT 100 555                            | 440  | DAKOTA.                               |      |
| WOMEN IN THE FOREST SERVICE.          |      |                                       |      |
|                                       |      | <u>HOME ECONOMICS SKILLS</u>          |      |
| <u>FORMATIVE EVALUATION</u>           |      | VT 100 515                            | 428  |
| VT 100 592                            | 451  | PROVIDING A CLUSTER OF HIGH           |      |
| THE FEASIBILITY OF USING WORK         |      | SCHOOL HOME ECONOMICS WAGE            |      |
| EVALUATION AS A TOOL FOR              |      | EARNING COURSES WITH THE AID          |      |
| ASSESSMENT IN ADULT BASIC             |      | OF A PRACTICE HOUSE. FINAL            |      |
| EDUCATION. FINAL REPORT.              |      | REPORT.                               |      |
|                                       |      |                                       |      |
| <u>GRADUATE SURVEYS</u>               |      | <u>HOSPITAL PERSONNEL</u>             |      |
| VT 100 539                            | 435  | VT 100 544                            | 437  |
| VOCATIONAL EDUCATION                  |      | IMPROVING THE UTILIZATION OF          |      |
| MANAGEMENT INFORMATION SYSTEM         |      | HEALTH MANPOWER. THIRD                |      |
| (VEMIS).                              |      | QUARTERLY REPORT.                     |      |
| VT 100 575                            | 446  |                                       |      |
| OCCUPATIONAL TRAINING                 |      | <u>HUMAN ENGINEERING</u>              |      |
| INFORMATION SYSTEM CYCLE FIVE         |      | VT 100 563                            | 442  |
| REPORT, SUPPLEMENT 2: A               |      | A STUDY INTO THE NEED FOR             |      |
| FOLLOW-UP STUDY OF GRADUATES.         |      | SAFETY TECHNICIANS BY INDUSTRY        |      |
|                                       |      | IN MEMPHIS AND VICINITY.              |      |
|                                       |      |                                       |      |
| <u>GRADUATES</u>                      |      | <u>INDEXES (LOCATORS)</u>             |      |
| VT 100 594                            | 452  | VT 100 557                            | 440  |
| SUMMARY OF ONE-YEAR FOLLOW-UP         |      | INDEX TO "QUFRY" COMPUTER             |      |
| INFORMATION ON GRADUATES WHO          |      | SEARCHES, NOVEMBER                    |      |
| GRADUATED FROM FULL-TIME DAY          |      | 1970-DECEMBER 1972. (ALABAMA).        |      |
| PROGRAMS OF THE MINNESOTA AREA        |      |                                       |      |
| VOCATIONAL-TECHNICAL                  |      |                                       |      |
| INSTITUTES BETWEEN JULY 1,            |      | <u>INDEXING</u>                       |      |
| 1970, AND JUNE 30, 1971.              |      | VT 100 579                            | 447  |
|                                       |      | A MODEL FOR ACQUISITION AND           |      |
|                                       |      | SELECTION OF CAREER EDUCATION         |      |
| <u>GREENWOOD MISSISSIPPI SCHOOLS.</u> |      | INSTRUCTIONAL MATERIALS. FINAL        |      |
| VT 100 578                            | 447  | REPORT.                               |      |
| RESEARCH PROJECT IN VOCATIONAL        |      |                                       |      |
| EDUCATION, CONDUCTED UNDER            |      | <u>INDIANA CAREER RESOURCE CENTER</u> |      |
| PART C OF PUBLIC LAW 90-576.          |      | VT 100 586                            | 449  |
| QUARTERLY REPORT.                     |      | EVALUATION OF FOUR CAREER             |      |
|                                       |      | EDUCATION MEDIA USED BY THE           |      |
|                                       |      | INDIANA CAREER RESOURCE               |      |
| <u>HAWAII</u>                         |      | CENTER. RESEARCH AND                  |      |
| VT 100 541                            | 436  | EVALUATION REPORT SERIES.             |      |
| ANNUAL EVALUATION REPORT OF           |      | REPORT NUMBER 2.                      |      |
| THE STATE ADVISORY COUNCIL ON         |      |                                       |      |
| VOCATIONAL AND TECHNICAL              |      |                                       |      |
| EDUCATION, FISCAL YEAR 1972.          |      |                                       |      |
| STATE OF HAWAII.                      |      |                                       |      |



|                                                                                                       | PAGE |                                                                                                                                          | PAGE |
|-------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>INDIVIDUALIZED PROGRAMS</u>                                                                        |      | <u>INFORMATION NETWORKS</u>                                                                                                              |      |
| VT 100 585                                                                                            | 449  | VT 100 558                                                                                                                               | 441  |
| A LISTING OF PROGRAMMED INSTRUCTIONAL MATERIALS FOR INDUSTRIAL EDUCATION.                             |      | IMPLEMENTATION OF A MICROFICHE DUPLICATION AND DISSEMINATION SERVICE IN ALABAMA: A FEASIBILITY STUDY.                                    |      |
| <u>INDUSTRIAL ARTS</u>                                                                                |      | <u>INFORMATION PROCESSING</u>                                                                                                            |      |
| VT 100 596                                                                                            | 453  | VT 100 579                                                                                                                               | 447  |
| THE FEASIBILITY OF A PSYCHOMOTOR MEDIA DIAGNOSTIC TEST MODEL FOR INDUSTRIAL ARTS.                     |      | A MODEL FOR ACQUISITION AND SELECTION OF CAREER EDUCATION INSTRUCTIONAL MATERIALS. FINAL REPORT.                                         |      |
| <u>INDUSTRIAL ARTS TEACHERS</u>                                                                       |      | <u>INFORMATION RETRIEVAL</u>                                                                                                             |      |
| VT 100 585                                                                                            | 449  | VT 100 557                                                                                                                               | 440  |
| A LISTING OF PROGRAMMED INSTRUCTIONAL MATERIALS FOR INDUSTRIAL EDUCATION.                             |      | INDEX TO "QUERY" COMPUTER SEARCHES, NOVEMBER 1970-DECEMBER 1972. (ALABAMA).                                                              |      |
| <u>INDUSTRIAL EDUCATION</u>                                                                           |      | VT 100 579                                                                                                                               | 447  |
| VT 100 585                                                                                            | 449  | A MODEL FOR ACQUISITION AND SELECTION OF CAREER EDUCATION INSTRUCTIONAL MATERIALS. FINAL REPORT.                                         |      |
| A LISTING OF PROGRAMMED INSTRUCTIONAL MATERIALS FOR INDUSTRIAL EDUCATION.                             |      | VT 100 581                                                                                                                               | 448  |
| <u>INDUSTRY</u>                                                                                       |      | INSTRUCTIONAL MATERIALS FOR CAREER EDUCATION: A SEARCH AND ASSESSMENT FOR THE OFFICE OF EDUCATION.                                       |      |
| VT 100 599                                                                                            | 453  | <u>INFORMATION SYSTEMS</u>                                                                                                               |      |
| WOMEN IN INDUSTRY. NEW PERSPECTIVES FROM EDUCATION, INDUSTRY, GOVERNMENT.                             |      | VT 100 545                                                                                                                               | 437  |
| <u>INFORMATION DISSEMINATION</u>                                                                      |      | EVALUATION OF A VOCATIONAL EDUCATION PUBLIC INFORMATION PROGRAM. FINAL REPORT.                                                           |      |
| VT 100 545                                                                                            | 437  | VT 100 548                                                                                                                               | 438  |
| VT 100 558                                                                                            | 441  | ABBREVIATED MANUAL OF INSTRUCTIONS: VOCATIONAL INFORMATION REPORTING SYSTEM.                                                             |      |
| IMPLEMENTATION OF A MICROFICHE DUPLICATION AND DISSEMINATION SERVICE IN ALABAMA: A FEASIBILITY STUDY. |      | VT 100 557                                                                                                                               | 440  |
| VT 100 581                                                                                            | 448  | INDEX TO "QUERY" COMPUTER SEARCHES, NOVEMBER 1970-DECEMBER 1972. (ALABAMA).                                                              |      |
| INSTRUCTIONAL MATERIALS FOR CAREER EDUCATION: A SEARCH AND ASSESSMENT FOR THE OFFICE OF EDUCATION.    |      | VT 100 559                                                                                                                               | 441  |
| VT 100 589                                                                                            | 450  | VOCATIONAL INFORMATION REPORTING SYSTEM: MANUAL OF INSTRUCTIONS.                                                                         |      |
| CAREER RESOURCE CENTER. FINAL REPORT.                                                                 |      | VT 100 589                                                                                                                               | 450  |
| <u>INFORMATION NEEDS</u>                                                                              |      | CAREER RESOURCE CENTER. FINAL REPORT.                                                                                                    |      |
| VT 100 558                                                                                            | 441  | VT 100 600                                                                                                                               | 454  |
| IMPLEMENTATION OF A MICROFICHE DUPLICATION AND DISSEMINATION SERVICE IN ALABAMA: A FEASIBILITY STUDY. |      | A SYSTEM FOR DERIVING AND COMPARING EMPLOYMENT PROJECTIONS WITH OCCUPATIONAL EDUCATION ENROLLMENTS AND EXPECTED GRADUATES. FINAL REPORT. |      |
| VT 100 579                                                                                            | 447  | <u>INNER CITY</u>                                                                                                                        |      |
| A MODEL FOR ACQUISITION AND SELECTION OF CAREER EDUCATION INSTRUCTIONAL MATERIALS. FINAL REPORT.      |      | VT 100 537                                                                                                                               | 434  |
|                                                                                                       |      | OUTREACH FOR UPPAN INNER CITY YOUTH. INTERIM REPORT, OCT-DEC, 1972.                                                                      |      |

## SUBJECT INDEX BEST COPY AVAILABLE

|                                                                                                                                                | PAGE |                                                                                                                                                                     | PAGE |
|------------------------------------------------------------------------------------------------------------------------------------------------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>INSTITUTES (TRAINING PROGRAMS)</u>                                                                                                          |      | <u>INTERAGENCY COORDINATION</u>                                                                                                                                     |      |
| VT 100 517                                                                                                                                     | 428  | VT 100 568                                                                                                                                                          | 444  |
| TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OR INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS. VOLUME II. FINAL REPORT. |      | PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET. |      |
| VT 100 521                                                                                                                                     | 430  | <u>JOB ANALYSIS</u>                                                                                                                                                 |      |
| TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OF INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS, VOLUME I: FINAL REPORT.  |      | VT 100 589                                                                                                                                                          | 450  |
| <u>INSTITUTIONAL RESEARCH</u>                                                                                                                  |      | CAREER RESOURCE CENTER. FINAL REPORT.                                                                                                                               |      |
| VT 100 582                                                                                                                                     | 448  | <u>JOB APPLICANTS</u>                                                                                                                                               |      |
| RESEARCH TRAINING WORKSHOPS FOR VOCATIONAL EDUCATORS.                                                                                          |      | VT 100 524                                                                                                                                                          | 431  |
| <u>INSTRUCTIONAL MATERIALS</u>                                                                                                                 |      | EMPLOYEE USE OF ADVANCE NOTICE OF TERMINATION FOR JOB SEARCH. EMPLOYMENT INFORMATION SERIES NUMBER 2.                                                               |      |
| VT 100 578                                                                                                                                     | 447  | <u>JOB APPLICATION</u>                                                                                                                                              |      |
| RESEARCH PROJECT IN VOCATIONAL EDUCATION, CONDUCTED UNDER PART C OF PUBLIC LAW 90-576. QUARTERLY REPORT.                                       |      | VT 100 524                                                                                                                                                          | 431  |
| VT 100 581                                                                                                                                     | 448  | EMPLOYEE USE OF ADVANCE NOTICE OF TERMINATION FOR JOB SEARCH. EMPLOYMENT INFORMATION SERIES NUMBER 2.                                                               |      |
| INSTRUCTIONAL MATERIALS FOR CAREER EDUCATION: A SEARCH AND ASSESSMENT FOR THE OFFICE OF EDUCATION.                                             |      | <u>JOB CORPS TRAINING STANDARD</u>                                                                                                                                  |      |
| <u>INSTRUCTIONAL MATERIALS CENTERS</u>                                                                                                         |      | VT 100 569                                                                                                                                                          | 444  |
| VT 100 586                                                                                                                                     | 449  | JOB CORPS TRAINING STANDARD FOR WELDER.                                                                                                                             |      |
| EVALUATION OF FOUR CAREER EDUCATION MEDIA USED BY THE INDIANA CAREER RESOURCE CENTER. RESEARCH AND EVALUATION REPORT SERIES. REPORT NUMBER 2.  |      | VT 100 570                                                                                                                                                          | 444  |
| <u>INSTRUCTIONAL MEDIA</u>                                                                                                                     |      | JOB CORPS TRAINING STANDARD FOR CLERK TYPIST.                                                                                                                       |      |
| VT 100 586                                                                                                                                     | 449  | <u>JOB LAYOFF</u>                                                                                                                                                   |      |
| EVALUATION OF FOUR CAREER EDUCATION MEDIA USED BY THE INDIANA CAREER RESOURCE CENTER. RESEARCH AND EVALUATION REPORT SERIES. REPORT NUMBER 2.  |      | VT 100 524                                                                                                                                                          | 431  |
| <u>INTEGRATED CURRICULUM</u>                                                                                                                   |      | EMPLOYEE USE OF ADVANCE NOTICE OF TERMINATION FOR JOB SEARCH. EMPLOYMENT INFORMATION SERIES NUMBER 2.                                                               |      |
| VT 100 549                                                                                                                                     | 438  | <u>JOB MARKET</u>                                                                                                                                                   |      |
| CAREER EDUCATION: K-12 AND BEYOND. (ACHILLES PAPER).                                                                                           |      | VT 100 530                                                                                                                                                          | 432  |
| VT 100 578                                                                                                                                     | 447  | SUPPLY AND DEMAND FOR TEACHERS OF VOCATIONAL AGRICULTURE IN 1972. A STAFF STUDY.                                                                                    |      |
| RESEARCH PROJECT IN VOCATIONAL EDUCATION, CONDUCTED UNDER PART C OF PUBLIC LAW 90-576. QUARTERLY REPORT.                                       |      | <u>JOB PLACEMENT</u>                                                                                                                                                |      |
|                                                                                                                                                |      | VT 100 535                                                                                                                                                          | 434  |
|                                                                                                                                                |      | PLACEMENT AND FOLLOW-UP STUDIES IN VOCATIONAL EDUCATION.                                                                                                            |      |
|                                                                                                                                                |      | VT 100 537                                                                                                                                                          | 434  |
|                                                                                                                                                |      | OUTREACH FOR URBAN INNER CITY YOUTH. INTERIM REPORT, OCT-DEC, 1972.                                                                                                 |      |
|                                                                                                                                                |      | VT 100 568                                                                                                                                                          | 444  |
|                                                                                                                                                |      | PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET. |      |

BEST COPY AVAILABLE

|                                                                                                                                                                                                                        | PAGE |                                                                                                                                                                                                                        | PAGE |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>JOB TRAINING</u>                                                                                                                                                                                                    |      | <u>LABOR SUPPLY</u>                                                                                                                                                                                                    |      |
| VT 100 550                                                                                                                                                                                                             | 439  | VT 100 574                                                                                                                                                                                                             | 445  |
| PROJECT PASS: FINAL PROJECT REPORT.                                                                                                                                                                                    |      | OCCUPATIONAL TRAINING INFORMATION SYSTEM CYCLE FIVE REPORT, SUPPLEMENT 1: STATEWIDE TOTALS AND DESCENDING RANK ORDER OF PROGRAM CLUSTERS.                                                                              |      |
| VT 100 552                                                                                                                                                                                                             | 439  |                                                                                                                                                                                                                        |      |
| TRAINING AND TECHNOLOGY. 1972 ANNUAL REPORT AND STATISTICAL SUPPLEMENT.                                                                                                                                                |      | <u>LANGUAGE SKILLS</u>                                                                                                                                                                                                 |      |
| <u>JUNIOR COLLEGES</u>                                                                                                                                                                                                 |      | VT 100 583                                                                                                                                                                                                             | 448  |
| VT 100 539                                                                                                                                                                                                             | 435  | AN EVALUATION OF ELEMENTARY CAREER EDUCATION BASED ON LANGUAGE ACHIEVEMENT, MATHEMATICS ACHIEVEMENT, AND OCCUPATIONAL AWARENESS IN LINCOLN COUNTY, WEST VIRGINIA. A SUMMARY.                                           |      |
| VOCATIONAL EDUCATION MANAGEMENT INFORMATION SYSTEM (VEMIS).                                                                                                                                                            |      | <u>LEWISTON SCHOOL SYSTEM</u>                                                                                                                                                                                          |      |
| <u>JUNIOR HIGH SCHOOLS</u>                                                                                                                                                                                             |      | VT 100 536                                                                                                                                                                                                             | 434  |
| VT 100 573                                                                                                                                                                                                             | 445  | NEW OPPORTUNITIES FOR WORK. INTERIM REPORT, FEB 1971-JUNE 1972.                                                                                                                                                        |      |
| CAREER EDUCATION AND THE EMERGING MIDDLE SCHOOL: A REVIEW OF THE LITERATURE RELATED TO CAREER EDUCATION AND THE EMERGING MIDDLE SCHOOL WITH RECOMMENDATIONS RELATED TO CAREER EDUCATION IN THE EMERGING MIDDLE SCHOOL. |      | <u>LITERATURE REVIEWS</u>                                                                                                                                                                                              |      |
| <u>KANSAS CITY</u>                                                                                                                                                                                                     |      | VT 100 573                                                                                                                                                                                                             | 445  |
| VT 100 537                                                                                                                                                                                                             | 434  | CAREER EDUCATION AND THE EMERGING MIDDLE SCHOOL: A REVIEW OF THE LITERATURE RELATED TO CAREER EDUCATION AND THE EMERGING MIDDLE SCHOOL WITH RECOMMENDATIONS RELATED TO CAREER EDUCATION IN THE EMERGING MIDDLE SCHOOL. |      |
| OUTREACH FOR URBAN INNER CITY YOUTH. INTERIM REPORT, OCT-DEC, 1972.                                                                                                                                                    |      | <u>MACHINE TOOLS</u>                                                                                                                                                                                                   |      |
| <u>KENNETH FOSTER REGIONAL VOCATIONAL TECHNICAL CENTER</u>                                                                                                                                                             |      | VT 100 543                                                                                                                                                                                                             | 436  |
| VT 100 589                                                                                                                                                                                                             | 450  | AN INVESTIGATION OF THE FREQUENCY OF ACCIDENTS WITH SMALL POWER TOOLS.                                                                                                                                                 |      |
| CAREER RESOURCE CENTER. FINAL REPORT.                                                                                                                                                                                  |      | <u>MANAGEMENT INFORMATION SYSTEMS</u>                                                                                                                                                                                  |      |
| <u>KENTUCKY</u>                                                                                                                                                                                                        |      | VT 100 559                                                                                                                                                                                                             | 441  |
| VT 100 584                                                                                                                                                                                                             | 449  | VOCATIONAL INFORMATION REPORTING SYSTEM: MANUAL OF INSTRUCTIONS.                                                                                                                                                       |      |
| ANNUAL EVALUATION REPORT 1972. KENTUCKY STATE ADVISORY BOARD FOR VOCATIONAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING.                                                                                           |      | VT 100 593                                                                                                                                                                                                             | 452  |
| <u>LABOR</u>                                                                                                                                                                                                           |      | THE MINNESOTA VOCATIONAL FOLLOW-UP SYSTEM: RATIONALE AND METHODS.                                                                                                                                                      |      |
| VT 100 598                                                                                                                                                                                                             | 453  | <u>MANPOWER DEVELOPMENT</u>                                                                                                                                                                                            |      |
| LABOR IN THE TRANSPORTATION INDUSTRIES.                                                                                                                                                                                |      | VT 100 528                                                                                                                                                                                                             | 432  |
| <u>LABOR ECONOMICS</u>                                                                                                                                                                                                 |      | GUIDANCE COUNSELOR'S HANDBOOK ON TECHNICAL EDUCATION IN SOUTH CAROLINA.                                                                                                                                                |      |
| VT 100 598                                                                                                                                                                                                             | 453  | VT 100 534                                                                                                                                                                                                             | 434  |
| LABOR IN THE TRANSPORTATION INDUSTRIES.                                                                                                                                                                                |      | THE FEDERAL GOVERNMENT AS AN EMPLOYER OF THE UNSKILLED AND UNDEREDUCATED.                                                                                                                                              |      |
| <u>LABOR LEGISLATION</u>                                                                                                                                                                                               |      | VT 100 544                                                                                                                                                                                                             | 437  |
| VT 100 598                                                                                                                                                                                                             | 453  | IMPROVING THE UTILIZATION OF HEALTH MANPOWER. THIRD QUARTERLY REPORT.                                                                                                                                                  |      |
| LABOR IN THE TRANSPORTATION INDUSTRIES.                                                                                                                                                                                |      |                                                                                                                                                                                                                        |      |



## SUBJECT INDEX

BEST COPY AVAILABLE

|                                | PAGE |                                | PAGE |
|--------------------------------|------|--------------------------------|------|
| VT 100 552                     | 439  | <u>MATHEMATICS</u>             |      |
| TRAINING AND TECHNOLOGY. 1972  |      | VT 100 583                     | 448  |
| ANNUAL REPORT AND STATISTICAL  |      | AN EVALUATION OF ELEMENTARY    |      |
| SUPPLEMENT.                    |      | CAREER EDUCATION BASED ON      |      |
| VT 100 588                     | 450  | LANGUAGE ACHIEVEMENT,          |      |
| LEARNING A LIVING ACROSS THE   |      | MATHEMATICS ACHIEVEMENT, AND   |      |
| NATION. PROJECT BASELINE       |      | OCCUPATIONAL AWARENESS IN      |      |
| SECOND NATIONAL REPORT. VOL.   |      | LINCOLN COUNTY, WEST VIRGINIA. |      |
| 1: BASELINE YEAR 1970-71       |      | A SUMMARY.                     |      |
| (FISCAL YEAR 1971). VOL. 2:    |      |                                |      |
| BASELINE YEAR 1971-72 (FISCAL  |      | <u>MICHIGAN</u>                |      |
| YEAR 1972).                    |      | VT 100 572                     | 445  |
| VT 100 593                     | 452  | HOME ECONOMICS IN THE          |      |
| THE MINNESOTA VOCATIONAL       |      | COMMUNITY COLLEGES OF          |      |
| FOLLOW-UP SYSTEM: RATIONALE    |      | MICHIGAN.                      |      |
| AND METHODS.                   |      | VT 100 576                     | 446  |
| <u>MANPOWER NEEDS</u>          |      | THE COSTS OF VOCATIONAL AND    |      |
| VT 100 560                     | 441  | NONVOCATIONAL PROGRAMS: A      |      |
| A STUDY OF EMPLOYMENT          |      | STUDY OF MICHIGAN SECONDARY    |      |
| OPPORTUNITIES IN COSMETOLOGY   |      | SCHOOLS.                       |      |
| IN ALABAMA.                    |      | <u>MICROFICHE</u>              |      |
| VT 100 574                     | 445  | VT 100 558                     | 441  |
| OCCUPATIONAL TRAINING          |      | IMPLEMENTATION OF A MICROFICHE |      |
| INFORMATION SYSTEM CYCLE FIVE  |      | DUPLICATION AND DISSEMINATION  |      |
| REPORT, SUPPLEMENT 1:          |      | SERVICE IN ALABAMA: A          |      |
| STATEWIDE TOTALS AND           |      | FEASIBILITY STUDY.             |      |
| DESCENDING RANK ORDER OF       |      |                                |      |
| PROGRAM CLUSTERS.              |      | <u>MIDDLE SCHOOLS</u>          |      |
| VT 100 591                     | 451  | VT 100 573                     | 445  |
| MANPOWER NEEDS IN SOUTHWEST    |      | CAREER EDUCATION AND THE       |      |
| WISCONSIN. FINAL REPORT.       |      | EMERGING MIDDLE SCHOOL: A      |      |
| <u>MANPOWER UTILIZATION</u>    |      | REVIEW OF THE LITERATURE       |      |
| VT 100 544                     | 437  | RELATED TO CAREER EDUCATION    |      |
| IMPROVING THE UTILIZATION OF   |      | AND THE EMERGING MIDDLE SCHOOL |      |
| HEALTH MANPOWER. THIRD         |      | WITH RECOMMENDATIONS RELATED   |      |
| QUARTERLY REPORT.              |      | TO CAREER EDUCATION IN THE     |      |
| VT 100 584                     | 449  | EMERGING MIDDLE SCHOOL.        |      |
| ANNUAL EVALUATION REPORT 1972. |      | <u>MINNESOTA</u>               |      |
| KENTUCKY STATE ADVISORY BOARD  |      | VT 100 532                     | 433  |
| FOR VOCATIONAL EDUCATION AND   |      | MINNESOTA AGRI-BUSINESS        |      |
| MANPOWER DEVELOPMENT AND       |      | EMPLOYMENT, OPPORTUNITIES AND  |      |
| TRAINING.                      |      | TRAINING NEEDS.                |      |
| VT 100 599                     | 453  | VT 100 580                     | 447  |
| WOMEN IN INDUSTRY. NEW         |      | EXEMPLARY VOCATIONAL EDUCATION |      |
| PERSPECTIVES FROM EDUCATION,   |      | PROGRAM BASED ON ENVIRONMENTAL |      |
| INDUSTRY, GOVERNMENT.          |      | STUDIES K-14. INTERIM REPORT   |      |
| <u>MANUALS</u>                 |      | (JUNE 1, 1971-MAY 31, 1972)    |      |
| VT 100 546                     | 437  | VT 100 593                     | 452  |
| FORMING CONSUMER               |      | THE MINNESOTA VOCATIONAL       |      |
| ORGANIZATIONS.                 |      | FOLLOW-UP SYSTEM: RATIONALE    |      |
| VT 100 559                     | 441  | AND METHODS.                   |      |
| VOCATIONAL INFORMATION         |      | VT 100 594                     | 452  |
| REPORTING SYSTEM: MANUAL OF    |      | SUMMARY OF ONE-YEAR FOLLOW-UP  |      |
| INSTRUCTIONS.                  |      | INFORMATION ON GRADUATES WHO   |      |
| <u>MARY BALDWIN COLLEGE</u>    |      | GRADUATED FROM FULL-TIME DAY   |      |
| VT 100 599                     | 453  | PROGRAMS OF THE MINNESOTA AREA |      |
| WOMEN IN INDUSTRY. NEW         |      | VOCATIONAL-TECHNICAL           |      |
| PERSPECTIVES FROM EDUCATION,   |      | INSTITUTES BETWEEN JULY 1,     |      |
| INDUSTRY, GOVERNMENT.          |      | 1970, AND JUNE 30, 1971.       |      |

BEST COPY AVAILABLE

| PAGE                                                                                                                                                                                                                                                | PAGE |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 595<br>REPORT OF STUDENT TERMINATIONS<br>FROM SELECTED FULL-TIME DAY<br>PROGRAMS OF THE MINNESOTA AREA<br>VOCATIONAL-TECHNICAL<br>INSTITUTES BETWEEN JULY 1,<br>1971, AND JUNE 30, 1974.<br>SUMMARY OF ALL TERMINATIONS<br>ACROSS THE STATE. | 452  |
| <u>MOAB AREA VOCATIONAL CENTER</u><br>VT 100 538<br>MOAB AREA VOCATIONAL CENTER.<br>FINAL REPORT.                                                                                                                                                   | 435  |
| <u>MOBILE EDUCATION SERVICES</u><br>VT 100 537<br>OUTREACH FOR URBAN INNER CITY<br>YOUTH. INTERIM REPORT,<br>OCT-DEC, 1972.                                                                                                                         | 434  |
| <u>MONTANA</u><br>VT 100 531<br>SECOND ANNUAL REPORT OF<br>MONTANA STATE ADVISORY COUNCIL<br>FOR VOCATIONAL EDUCATION,<br>1971.                                                                                                                     | 433  |
| VT 100 551<br>THIRD ANNUAL EVALUATION REPORT<br>ON VOCATIONAL EDUCATION<br>(MONTANA).                                                                                                                                                               | 439  |
| <u>MULLENS HIGH SCHOOL</u><br>VT 100 515<br>PROVIDING A CLUSTER OF HIGH<br>SCHOOL HOME ECONOMICS WAGE<br>EARNING COURSES WITH THE AID<br>OF A PRACTICE HOUSE. FINAL<br>REPORT.                                                                      | 428  |
| <u>MUSKEGON</u><br>VT 100 587<br>A COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT<br>FOR THE SCHOOL DISTRICTS OF<br>MUSKEGON AND MUSKEGON HEIGHTS,<br>MICHIGAN. INTERIM REPORT.                                                              | 450  |
| <u>NATIONAL PROGRAMS</u><br>VT 100 520<br>THE ESTABLISHMENT OF A<br>NATIONAL VOCATIONAL TRAINING<br>SCHEME (CEYLON).                                                                                                                                | 429  |
| <u>NATIONAL SURVEYS</u><br>VT 100 571<br>REPORT TO THE GOVERNMENT OF<br>THE PHILIPPINES ON NATIONAL<br>VOCATIONAL PREPARATION<br>PROGRAMME FOR OUT-OF-SCHOOL<br>YOUTH.                                                                              | 444  |
| VT 100 588<br>LEARNING A LIVING ACROSS THE<br>NATION. PROJECT BASELINE<br>SECOND NATIONAL REPORT. VOL.<br>1: BASELINE YEAR 1970-71<br>(FISCAL YEAR 1971). VOL. 2:<br>BASELINE YEAR 1971-72 (FISCAL<br>YEAR 1972).                                   | 450  |
| <u>NATIONAL VOCATIONAL GUIDANCE<br/>ASSOCIATION</u><br>VT 100 547<br>THE VOCATIONAL COUNSELOR AND<br>SOCIAL ACTION.                                                                                                                                 | 438  |
| <u>NEVADA</u><br>VT 100 525<br>THE STATUS OF BUSINESS<br>EDUCATION IN THE PUBLIC<br>SECONDARY SCHOOLS OF NEVADA.                                                                                                                                    | 431  |
| <u>NEW YORK STATE</u><br>VT 100 568<br>PROPOSALS FOR THE PROMOTION OF<br>WORKING RELATIONSHIPS BETWEEN<br>THE SCHOOLS AND THE EMPLOYMENT<br>SERVICE TO ATTAIN EFFECTIVE<br>SERVICE TO YOUTH ENTERING THE<br>LABOR MARKET.                           | 444  |
| <u>NORTH CAROLINA</u><br>VT 100 600<br>A SYSTEM FOR DERIVING AND<br>COMPARING EMPLOYMENT<br>PROJECTIONS WITH OCCUPATIONAL<br>EDUCATION ENROLLMENTS AND<br>EXPECTED GRADUATES. FINAL<br>REPORT.                                                      | 454  |
| <u>NORTH DAKOTA</u><br>VT 100 518<br>DEVELOPMENT OF A STATE-WIDE<br>AUTO MECHANICS CURRICULUM.<br>FINAL REPORT.                                                                                                                                     | 429  |
| VT 100 519<br>DEVELOPMENT OF A POWER PLANT<br>OPERATORS CURRICULUM. FINAL<br>REPORT.                                                                                                                                                                | 429  |
| VT 100 577<br>POLICIES FOR VOCATIONAL HOME<br>ECONOMICS PROGRAMS IN NORTH<br>DAKOTA.                                                                                                                                                                | 446  |
| <u>OCCUPATIONAL HOME ECONOMICS</u><br>VT 100 515<br>PROVIDING A CLUSTER OF HIGH<br>SCHOOL HOME ECONOMICS WAGE<br>EARNING COURSES WITH THE AID<br>OF A PRACTICE HOUSE. FINAL<br>REPORT.                                                              | 428  |
| VT 100 572<br>HOME ECONOMICS IN THE<br>COMMUNITY COLLEGES OF<br>MICHIGAN.                                                                                                                                                                           | 445  |

## SUBJECT INDEX

BEST COPY AVAILABLE

|                                     | PAGE |                                  | PAGE |
|-------------------------------------|------|----------------------------------|------|
| VT 100 577                          | 446  | <u>OKLAHOMA</u>                  |      |
| POLICIES FOR VOCATIONAL HOME        |      | VT 100 574                       | 445  |
| ECONOMICS PROGRAMS IN NORTH         |      | OCCUPATIONAL TRAINING            |      |
| DAKOTA.                             |      | INFORMATION SYSTEM CYCLE FIVE    |      |
| <u>OCCUPATIONAL INFORMATION</u>     |      | REPORT, SUPPLEMENT 1:            |      |
| VT 100 537                          | 434  | STATEWIDE TOTALS AND             |      |
| OUTREACH FOR URBAN INNER CITY       |      | DESCENDING RANK ORDER OF         |      |
| YOUTH. INTERIM REPORT,              |      | PROGRAM CLUSTERS.                |      |
| OCT-DEC, 1972.                      |      | VT 100 575                       | 446  |
| VT 100 555                          | 440  | OCCUPATIONAL TRAINING            |      |
| WOMEN IN THE FOREST SERVICE.        |      | INFORMATION SYSTEM CYCLE FIVE    |      |
| VT 100 561                          | 442  | REPORT, SUPPLEMENT 2: A          |      |
| EMPLOYMENT OPPORTUNITIES FOR        |      | FOLLOW-UP STUDY OF GRADUATES.    |      |
| WORKERS IN SALES AND RELATED        |      | <u>ORGANIZATIONS (GROUPS)</u>    |      |
| OCCUPATIONS IN ALABAMA.             |      | VT 100 546                       | 437  |
| VT 100 589                          | 450  | FORMING CONSUMER                 |      |
| CAREER RESOURCE CENTER. FINAL       |      | ORGANIZATIONS.                   |      |
| REPORT.                             |      | <u>OUT OF SCHOOL YOUTH</u>       |      |
| VT 100 591                          | 451  | VT 100 571                       | 444  |
| MANPOWER NEEDS IN SOUTHWEST         |      | REPORT TO THE GOVERNMENT OF      |      |
| WISCONSIN. FINAL REPORT.            |      | THE PHILIPPINES ON NATIONAL      |      |
| <u>OCCUPATIONAL SURVEYS</u>         |      | VOCATIONAL PREPARATION           |      |
| VT 100 524                          | 431  | PROGRAMME FOR OUT-OF-SCHOOL      |      |
| EMPLOYEE USE OF ADVANCE NOTICE      |      | YOUTH.                           |      |
| OF TERMINATION FOR JOB SEARCH.      |      | <u>PARAMEDICAL OCCUPATIONS</u>   |      |
| EMPLOYMENT INFORMATION SERIES       |      | VT 100 544                       | 437  |
| NUMBER 2.                           |      | IMPROVING THE UTILIZATION OF     |      |
| VT 100 530                          | 432  | HEALTH MANPOWER. THIRD           |      |
| SUPPLY AND DEMAND FOR TEACHERS      |      | QUARTERLY REPORT.                |      |
| OF VOCATIONAL AGRICULTURE IN        |      | <u>PENNSYLVANIA</u>              |      |
| 1972. A STAFF STUDY.                |      | VT 100 539                       | 435  |
| VT 100 591                          | 451  | VOCATIONAL EDUCATION             |      |
| MANPOWER NEEDS IN SOUTHWEST         |      | MANAGEMENT INFORMATION SYSTEM    |      |
| WISCONSIN. FINAL REPORT.            |      | (VEMIS).                         |      |
| <u>OCCUPATIONAL TRAINING</u>        |      | <u>PERFORMANCE BASED TEACHER</u> |      |
| <u>INFORMATION SYSTEM</u>           |      | <u>EDUCATION</u>                 |      |
| VT 100 574                          | 445  | VT 100 523                       | 430  |
| OCCUPATIONAL TRAINING               |      | COMMON PROFESSIONAL EDUCATION    |      |
| INFORMATION SYSTEM CYCLE FIVE       |      | COMPETENCIES NEEDED BY           |      |
| REPORT, SUPPLEMENT 1:               |      | ALASKA'S VOCATIONAL SECONDARY    |      |
| STATEWIDE TOTALS AND                |      | SCHOOL TEACHERS.                 |      |
| DESCENDING RANK ORDER OF            |      | <u>PERFORMANCE FACTORS</u>       |      |
| PROGRAM CLUSTERS.                   |      | VT 100 523                       | 430  |
| VT 100 575                          | 446  | COMMON PROFESSIONAL EDUCATION    |      |
| OCCUPATIONAL TRAINING               |      | COMPETENCIES NEEDED BY           |      |
| INFORMATION SYSTEM CYCLE FIVE       |      | ALASKA'S VOCATIONAL SECONDARY    |      |
| REPORT, SUPPLEMENT 2: A             |      | SCHOOL TEACHERS.                 |      |
| FOLLOW-UP STUDY OF GRADUATES.       |      | <u>PHILIPPINES</u>               |      |
| <u>OFF FARM AGRICULTURAL</u>        |      | VT 100 571                       | 444  |
| <u>OCCUPATIONS</u>                  |      | REPORT TO THE GOVERNMENT OF      |      |
| VT 100 532                          | 433  | THE PHILIPPINES ON NATIONAL      |      |
| MINNESOTA AGRI-BUSINESS             |      | VOCATIONAL PREPARATION           |      |
| EMPLOYMENT, OPPORTUNITIES AND       |      | PROGRAMME FOR OUT-OF-SCHOOL      |      |
| TRAINING NEEDS.                     |      | YOUTH.                           |      |
| <u>OFFICE OCCUPATIONS EDUCATION</u> |      |                                  |      |
| VT 100 562                          | 442  |                                  |      |
| EMPLOYMENT LEVELS AND               |      |                                  |      |
| PROJECTIONS IN ELECTRONIC DATA      |      |                                  |      |
| PROCESSING.                         |      |                                  |      |



PLANNING (FACILITIES)

- VT 100 529 432  
FOUR CORNERS COMMISSION REPORT  
OF PLANNING PROJECT, BLANDING  
AREA VOCATIONAL CENTER  
PLANNING GRANT, PHASE II.  
VT 100 538 435  
MOAB AREA VOCATIONAL CENTER.  
FINAL REPORT.

POST SECONDARY EDUCATION

- VT 100 528 432  
GUIDANCE COUNSELOR'S HANDBOOK  
ON TECHNICAL EDUCATION IN  
SOUTH CAROLINA.  
VT 100 593 452  
THE MINNESOTA VOCATIONAL  
FOLLOW-UP SYSTEM: RATIONALE  
AND METHODS.

POTENTIAL DROPOUTS

- VT 100 550 439  
PROJECT PASS: FINAL PROJECT  
REPORT.

PRIMARY GRADES

- VT 100 522 430  
SAN ANTONIO CAREER AWARENESS  
DEMONSTRATION GRANT, CONDUCTED  
IN SOCORRO CONSOLIDATED SCHOOL  
DISTRICT, NEW MEXICO. FINAL  
REPORT.

PROGNOSTIC TESTS

- VT 100 596 453  
THE FEASIBILITY OF A  
PSYCHOMOTOR MEDIA DIAGNOSTIC  
TEST MODEL FOR INDUSTRIAL  
ARTS.

PROGRAM DESCRIPTIONS

- VT 100 533 433  
CAREER EDUCATION. LEADERSHIP  
IN LEARNING.  
VT 100 536 434  
NEW OPPORTUNITIES FOR WORK.  
INTERIM REPORT, FEB 1971-JUNE  
1972.  
VT 100 580 447  
EXEMPLARY VOCATIONAL EDUCATION  
PROGRAM BASED ON ENVIRONMENTAL  
STUDIES K-14. INTERIM REPORT  
(JUNE 1, 1971-MAY 31, 1972)  
VT 100 587 450  
A COMPREHENSIVE CAREER  
EDUCATION DEVELOPMENT PROJECT  
FOR THE SCHOOL DISTRICTS OF  
MUSKEGON AND MUSKEGON HEIGHTS,  
MICHIGAN. INTERIM REPORT.

PROGRAM DEVELOPMENT

- VT 100 516 428  
CAREERS ORIENTED RELEVANT  
EDUCATION (C.O.R.E.). FINAL  
REPORT.

PROGRAM EFFECTIVENESS

- VT 100 541 436  
ANNUAL EVALUATION REPORT OF  
THE STATE ADVISORY COUNCIL ON  
VOCATIONAL AND TECHNICAL  
EDUCATION, FISCAL YEAR 1972.  
STATE OF HAWAII.

PROGRAM EVALUATION

- VT 100 540 435  
THIRD ANNUAL REPORT OF THE  
VIRGINIA STATE ADVISORY  
COUNCIL ON VOCATIONAL  
EDUCATION IN VIRGINIA,  
ACADEMIC YEAR 1971-72.  
VT 100 541 436  
ANNUAL EVALUATION REPORT OF  
THE STATE ADVISORY COUNCIL ON  
VOCATIONAL AND TECHNICAL  
EDUCATION, FISCAL YEAR 1972.  
STATE OF HAWAII.  
VT 100 545 437  
EVALUATION OF A VOCATIONAL  
EDUCATION PUBLIC INFORMATION  
PROGRAM. FINAL REPORT.  
VT 100 551 439  
THIRD ANNUAL EVALUATION REPORT  
ON VOCATIONAL EDUCATION  
(MONTANA).  
VT 100 584 449  
ANNUAL EVALUATION REPORT 1972.  
KENTUCKY STATE ADVISORY BOARD  
FOR VOCATIONAL EDUCATION AND  
MANPOWER DEVELOPMENT AND  
TRAINING.  
VT 100 590 451  
THE DEVELOPMENT AND TRY-OUT OF  
A SYSTEM OF EVALUATING  
PROGRAMS OF VOCATIONAL TEACHER  
EDUCATION. FINAL REPORT.

PROGRAM PLANNING

- VT 100 529 432  
FOUR CORNERS COMMISSION REPORT  
OF PLANNING PROJECT, BLANDING  
AREA VOCATIONAL CENTER  
PLANNING GRANT, PHASE II.  
VT 100 531 433  
SECOND ANNUAL REPORT OF  
MONTANA STATE ADVISORY COUNCIL  
FOR VOCATIONAL EDUCATION,  
1971.  
VT 100 591 451  
MANPOWER NEEDS IN SOUTHWEST  
WISCONSIN. FINAL REPORT.

PROGRAMED MATERIALS

- VT 100 585 449  
A LISTING OF PROGRAMMED  
INSTRUCTIONAL MATERIALS FOR  
INDUSTRIAL EDUCATION.

PROJECT SPAN

- VT 100 549 438  
CAREER EDUCATION: K-12 AND  
BEYOND. (ACHILLES PAPER).

## SUBJECT INDEX

BEST COPY AVAILABLE

|                                                                                                                              | PAGE |                                                                                                                                    | PAGE |
|------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------|------|
| VT 100 553<br>CAREER EDUCATION, K-12 AND<br>BEYOND. (RONEY PAPER).                                                           | 439  | RETAILING                                                                                                                          |      |
| PUBLICATIONS                                                                                                                 |      | VT 100 561                                                                                                                         | 442  |
| VT 100 554<br>CATALOG OF PUBLICATIONS.                                                                                       | 440  | EMPLOYMENT OPPORTUNITIES FOR<br>WORKERS IN SALES AND RELATED<br>OCCUPATIONS IN ALABAMA.                                            |      |
| QUERY COMPUTER SEARCH INDEX                                                                                                  |      | SAFETY                                                                                                                             |      |
| VT 100 557<br>INDEX TO "QUERY" COMPUTER<br>SEARCHES, NOVEMBER<br>1970-DECEMBER 1972. (ALABAMA).                              | 440  | VT 100 563                                                                                                                         | 442  |
| RELEVANCE (EDUCATION)                                                                                                        |      | A STUDY INTO THE NEED FOR<br>SAFETY TECHNICIANS BY INDUSTRY<br>IN MEMPHIS AND VICINITY.                                            |      |
| VT 100 597<br>LOOKING FORWARD TO A CAREER:<br>TEACHER'S GUIDE.                                                               | 453  | SAFETY EDUCATION                                                                                                                   |      |
| RESEARCH                                                                                                                     |      | VT 100 543                                                                                                                         | 436  |
| VT 100 554<br>CATALOG OF PUBLICATIONS.                                                                                       | 440  | AN INVESTIGATION OF THE<br>FREQUENCY OF ACCIDENTS WITH<br>SMALL POWER TOOLS.                                                       |      |
| VT 100 598<br>LABOR IN THE TRANSPORTATION<br>INDUSTRIES.                                                                     | 453  | VT 100 563                                                                                                                         | 442  |
| RESEARCH COORDINATING UNITS                                                                                                  |      | A STUDY INTO THE NEED FOR<br>SAFETY TECHNICIANS BY INDUSTRY<br>IN MEMPHIS AND VICINITY.                                            |      |
| VT 100 558<br>IMPLEMENTATION OF A MICROFICHE<br>DUPLICATION AND DISSEMINATION<br>SERVICE IN ALABAMA: A<br>FEASIBILITY STUDY. | 441  | SALES WORKERS                                                                                                                      |      |
| RESEARCH METHODOLOGY                                                                                                         |      | VT 100 561                                                                                                                         | 442  |
| VT 100 582<br>RESEARCH TRAINING WORKSHOPS<br>FOR VOCATIONAL EDUCATORS.                                                       | 448  | EMPLOYMENT OPPORTUNITIES FOR<br>WORKERS IN SALES AND RELATED<br>OCCUPATIONS IN ALABAMA.                                            |      |
| RESEARCH PROJECTS                                                                                                            |      | SCHOOL INDUSTRY RELATIONSHIP                                                                                                       |      |
| VT 100 516<br>CAREERS ORIENTED RELEVANT<br>EDUCATION (C.O.R.E.). FINAL<br>REPORT.                                            | 428  | VT 100 542                                                                                                                         | 436  |
| VT 100 564<br>ABSTRACTS OF EXEMPLARY<br>PROJECTS IN VOCATIONAL<br>EDUCATION.                                                 | 443  | ALTERNATE PLANS IN THE EVENT<br>OF WORK INTERRUPTION.                                                                              |      |
| RESEARCH REVIEWS (PUBLICATIONS)                                                                                              |      | SEARCH STRATEGIES                                                                                                                  |      |
| VT 100 535<br>PLACEMENT AND FOLLOW-UP<br>STUDIES IN VOCATIONAL<br>EDUCATION.                                                 | 434  | VT 100 557                                                                                                                         | 440  |
| RESOURCE CENTERS                                                                                                             |      | INDEX TO "QUERY" COMPUTER<br>SEARCHES, NOVEMBER<br>1970-DECEMBER 1972. (ALABAMA).                                                  |      |
| VT 100 589<br>CAREER RESOURCE CENTER. FINAL<br>REPORT.                                                                       | 450  | SECONDARY EDUCATION                                                                                                                |      |
| RESOURCE MATERIALS                                                                                                           |      | VT 100 525                                                                                                                         | 431  |
| VT 100 597<br>LOOKING FORWARD TO A CAREER:<br>TEACHER'S GUIDE.                                                               | 453  | THE STATUS OF BUSINESS<br>EDUCATION IN THE PUBLIC<br>SECONDARY SCHOOLS OF NEVADA.                                                  |      |
|                                                                                                                              |      | SECONDARY GRADES                                                                                                                   |      |
|                                                                                                                              |      | VT 100 515                                                                                                                         | 428  |
|                                                                                                                              |      | PROVIDING A CLUSTER OF HIGH<br>SCHOOL HOME ECONOMICS WAGE<br>EARNING COURSES WITH THE AID<br>OF A PRACTICE HOUSE. FINAL<br>REPORT. |      |
|                                                                                                                              |      | SKILL DEVELOPMENT                                                                                                                  |      |
|                                                                                                                              |      | VT 100 515                                                                                                                         | 428  |
|                                                                                                                              |      | PROVIDING A CLUSTER OF HIGH<br>SCHOOL HOME ECONOMICS WAGE<br>EARNING COURSES WITH THE AID<br>OF A PRACTICE HOUSE. FINAL<br>REPORT. |      |
|                                                                                                                              |      | SOCIAL VALUE                                                                                                                       |      |
|                                                                                                                              |      | VT 100 547                                                                                                                         | 438  |
|                                                                                                                              |      | THE VOCATIONAL COUNSELOR AND<br>SOCIAL ACTION.                                                                                     |      |

## SUBJECT INDEX

BEST COPY AVAILABLE

| PAGE                                                                                                                                                                                                                                  | PAGE |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <b>SOUTH CAROLINA</b>                                                                                                                                                                                                                 |      |
| VT 100 528                                                                                                                                                                                                                            | 432  |
| GUIDANCE COUNSELOR'S HANDBOOK<br>ON TECHNICAL EDUCATION IN<br>SOUTH CAROLINA.                                                                                                                                                         |      |
| <b>SPEECHES</b>                                                                                                                                                                                                                       |      |
| VT 100 547                                                                                                                                                                                                                            | 438  |
| THE VOCATIONAL COUNSELOR AND<br>SOCIAL ACTION.                                                                                                                                                                                        |      |
| VT 100 549                                                                                                                                                                                                                            | 438  |
| CAREER EDUCATION: K-12 AND<br>BEYOND. (ACHILLES PAPER).                                                                                                                                                                               |      |
| <b>STANDARDS</b>                                                                                                                                                                                                                      |      |
| VT 100 569                                                                                                                                                                                                                            | 444  |
| JOB CORPS TRAINING STANDARD<br>FOR WELDER.                                                                                                                                                                                            |      |
| VT 100 570                                                                                                                                                                                                                            | 444  |
| JOB CORPS TRAINING STANDARD<br>FOR CLERK TYPIST.                                                                                                                                                                                      |      |
| <b>STATE CURRICULUM GUIDES</b>                                                                                                                                                                                                        |      |
| VT 100 518                                                                                                                                                                                                                            | 429  |
| DEVELOPMENT OF A STATE-WIDE<br>AUTO MECHANICS CURRICULUM.<br>FINAL REPORT.                                                                                                                                                            |      |
| VT 100 519                                                                                                                                                                                                                            | 429  |
| DEVELOPMENT OF A POWER PLANT<br>OPERATORS CURRICULUM. FINAL<br>REPORT.                                                                                                                                                                |      |
| VT 100 577                                                                                                                                                                                                                            | 446  |
| POLICIES FOR VOCATIONAL HOME<br>ECONOMICS PROGRAMS IN NORTH<br>DAKOTA.                                                                                                                                                                |      |
| <b>STATE PROGRAMS</b>                                                                                                                                                                                                                 |      |
| VT 100 548                                                                                                                                                                                                                            | 438  |
| ABBREVIATED MANUAL OF<br>INSTRUCTIONS: VOCATIONAL<br>INFORMATION REPORTING SYSTEM.                                                                                                                                                    |      |
| VT 100 584                                                                                                                                                                                                                            | 449  |
| ANNUAL EVALUATION REPORT 1972.<br>KENTUCKY STATE ADVISORY BOARD<br>FOR VOCATIONAL EDUCATION AND<br>MANPOWER DEVELOPMENT AND<br>TRAINING.                                                                                              |      |
| <b>STATE TECHNICAL INSTITUTE OF<br/>MEMPHIS</b>                                                                                                                                                                                       |      |
| VT 100 563                                                                                                                                                                                                                            | 442  |
| A STUDY INTO THE NEED FOR<br>SAFETY TECHNICIANS BY INDUSTRY<br>IN MEMPHIS AND VICINITY.                                                                                                                                               |      |
| <b>STATEWIDE PLANNING</b>                                                                                                                                                                                                             |      |
| VT 100 531                                                                                                                                                                                                                            | 433  |
| SECOND ANNUAL REPORT OF<br>MONTANA STATE ADVISORY COUNCIL<br>FOR VOCATIONAL EDUCATION,<br>1971.                                                                                                                                       |      |
| VT 100 533                                                                                                                                                                                                                            | 433  |
| CAREER EDUCATION. LEADERSHIP<br>IN LEARNING.                                                                                                                                                                                          |      |
| VT 100 540                                                                                                                                                                                                                            | 435  |
| THIRD ANNUAL REPORT OF THE<br>VIRGINIA STATE ADVISORY<br>COUNCIL ON VOCATIONAL<br>EDUCATION IN VIRGINIA,<br>ACADEMIC YEAR 1971-72.                                                                                                    |      |
| VT 100 551                                                                                                                                                                                                                            | 439  |
| THIRD ANNUAL EVALUATION REPORT<br>ON VOCATIONAL EDUCATION<br>(MONTANA).                                                                                                                                                               |      |
| VT 100 584                                                                                                                                                                                                                            | 449  |
| ANNUAL EVALUATION REPORT 1972.<br>KENTUCKY STATE ADVISORY BOARD<br>FOR VOCATIONAL EDUCATION AND<br>MANPOWER DEVELOPMENT AND<br>TRAINING.                                                                                              |      |
| <b>STATISTICAL DATA</b>                                                                                                                                                                                                               |      |
| VT 100 588                                                                                                                                                                                                                            | 450  |
| LEARNING A LIVING ACROSS THE<br>NATION. PROJECT BASELINE<br>SECOND NATIONAL REPORT. VOL.<br>1: BASELINE YEAR 1970-71<br>(FISCAL YEAR 1971). VOL. 2:<br>BASELINE YEAR 1971-72 (FISCAL<br>YEAR 1972).                                   |      |
| VT 100 594                                                                                                                                                                                                                            | 452  |
| SUMMARY OF ONE-YEAR FOLLOW-UP<br>INFORMATION ON GRADUATES WHO<br>GRADUATED FROM FULL-TIME DAY<br>PROGRAMS OF THE MINNESOTA AREA<br>VOCATIONAL-TECHNICAL<br>INSTITUTES BETWEEN JULY 1,<br>1970, AND JUNE 30, 1971.                     |      |
| VT 100 595                                                                                                                                                                                                                            | 452  |
| REPORT OF STUDENT TERMINATIONS<br>FROM SELECTED FULL-TIME DAY<br>PROGRAMS OF THE MINNESOTA AREA<br>VOCATIONAL-TECHNICAL<br>INSTITUTES BETWEEN JULY 1,<br>1971, AND JUNE 30, 1974.<br>SUMMARY OF ALL TERMINATIONS<br>ACROSS THE STATE. |      |
| <b>STUDENT NEEDS</b>                                                                                                                                                                                                                  |      |
| VT 100 592                                                                                                                                                                                                                            | 451  |
| THE FEASIBILITY OF USING WORK<br>EVALUATION AS A TOOL FOR<br>ASSESSMENT IN ADULT BASIC<br>EDUCATION. FINAL REPORT.                                                                                                                    |      |
| <b>TEACHER CHARACTERISTICS</b>                                                                                                                                                                                                        |      |
| VT 100 525                                                                                                                                                                                                                            | 431  |
| THE STATUS OF BUSINESS<br>EDUCATION IN THE PUBLIC<br>SECONDARY SCHOOLS OF NEVADA.                                                                                                                                                     |      |
| <b>TEACHER EDUCATION CURRICULUM</b>                                                                                                                                                                                                   |      |
| VT 100 523                                                                                                                                                                                                                            | 430  |
| COMMON PROFESSIONAL EDUCATION<br>COMPETENCIES NEEDED BY<br>ALASKA'S VOCATIONAL SECONDARY<br>SCHOOL TEACHERS.                                                                                                                          |      |



BEST COPY AVAILABLE

## SUBJECT INDEX

|                                  | PAGE |                                        | PAGE |
|----------------------------------|------|----------------------------------------|------|
| VT 100 526                       | 431  | <u>TEST VALIDITY</u>                   |      |
| THE TRAINING AND FURTHER         |      | VT 100 596                             | 453  |
| TRAINING OF TEACHERS OF          |      | THE FEASIBILITY OF A                   |      |
| COMMERCIAL EDUCATION. MUNICH,    |      | PSYCHOMOTOR MEDIA DIAGNOSTIC           |      |
| JUNE 3-11, 1970. REPORT OF       |      | TEST MODEL FOR INDUSTRIAL              |      |
| TRAINING COURSE.                 |      | ARTS.                                  |      |
| VT 100 527                       | 431  | <u>TESTS</u>                           |      |
| TRAINING AND FURTHER TRAINING    |      | VT 100 596                             | 453  |
| OF TEACHERS IN TECHNICAL         |      | THE FEASIBILITY OF A                   |      |
| SCHOOLS. AUSTRIA, OCTOBER        |      | PSYCHOMOTOR MEDIA DIAGNOSTIC           |      |
| 5-10, 1970. REPORT OF TRAINING   |      | TEST MODEL FOR INDUSTRIAL              |      |
| COURSE.                          |      | ARTS.                                  |      |
| VT 100 550                       | 451  | <u>TEXTBOOK PUBLICATIONS</u>           |      |
| THE DEVELOPMENT AND TRY-OUT OF   |      | VT 100 595                             | 449  |
| A SYSTEM OF EVALUATING           |      | A LISTING OF PROGRAMMED                |      |
| PROGRAMS OF VOCATIONAL TEACHER   |      | INSTRUCTIONAL MATERIALS FOR            |      |
| EDUCATION. FINAL REPORT.         |      | INDUSTRIAL EDUCATION.                  |      |
| <u>TEACHER EMPLOYMENT</u>        |      | <u>TRADE AND INDUSTRIAL EDUCATION</u>  |      |
| VT 100 530                       | 432  | VT 100 518                             | 429  |
| SUPPLY AND DEMAND FOR TEACHERS   |      | DEVELOPMENT OF A STATE-WIDE            |      |
| OF VOCATIONAL AGRICULTURE IN     |      | AUTO MECHANICS CURRICULUM.             |      |
| 1972. A STAFF STUDY.             |      | FINAL REPORT.                          |      |
| <u>TEACHER EVALUATION</u>        |      | <u>TRAINEES</u>                        |      |
| VT 100 590                       | 451  | VT 100 569                             | 444  |
| THE DEVELOPMENT AND TRY-OUT OF   |      | JOB CORPS TRAINING STANDARD            |      |
| A SYSTEM OF EVALUATING           |      | FOR WELDER.                            |      |
| PROGRAMS OF VOCATIONAL TEACHER   |      | VT 100 570                             | 444  |
| EDUCATION. FINAL REPORT.         |      | JOB CORPS TRAINING STANDARD            |      |
| <u>TEACHER SUPPLY AND DEMAND</u> |      | FOR CLERK TYPIST.                      |      |
| VT 100 530                       | 432  | <u>TRAINING</u>                        |      |
| SUPPLY AND DEMAND FOR TEACHERS   |      | VT 100 582                             | 448  |
| OF VOCATIONAL AGRICULTURE IN     |      | RESEARCH TRAINING WORKSHOPS            |      |
| 1972. A STAFF STUDY.             |      | FOR VOCATIONAL EDUCATORS.              |      |
| <u>TECHNICAL EDUCATION</u>       |      | <u>TRAINING AND TECHNOLOGY PROGRAM</u> |      |
| VT 100 528                       | 432  | VT 100 552                             | 439  |
| GUIDANCE COUNSELOR'S HANDBOOK    |      | TRAINING AND TECHNOLOGY. 1972          |      |
| ON TECHNICAL EDUCATION IN        |      | ANNUAL REPORT AND STATISTICAL          |      |
| SOUTH CAROLINA.                  |      | SUPPLEMENT.                            |      |
| VT 100 548                       | 438  | <u>TRANSPORTATION</u>                  |      |
| ABBREVIATED MANUAL OF            |      | VT 100 598                             | 453  |
| INSTRUCTIONS: VOCATIONAL         |      | LABOR IN THE TRANSPORTATION            |      |
| INFORMATION REPORTING SYSTEM.    |      | INDUSTRIES.                            |      |
| <u>TECHNICAL INSTITUTES</u>      |      | <u>TYPISTS</u>                         |      |
| VT 100 594                       | 452  | VT 100 570                             | 444  |
| SUMMARY OF ONE-YEAR FOLLOW-UP    |      | JOB CORPS TRAINING STANDARD            |      |
| INFORMATION ON GRADUATES WHO     |      | FOR CLERK TYPIST.                      |      |
| GRADUATED FROM FULL-TIME DAY     |      | <u>UNSKILLED WORKERS</u>               |      |
| PROGRAMS OF THE MINNESOTA AREA   |      | VT 100 534                             | 434  |
| VOCATIONAL-TECHNICAL             |      | THE FEDERAL GOVERNMENT AS AN           |      |
| INSTITUTES BETWEEN JULY 1,       |      | EMPLOYER OF THE UNSKILLED AND          |      |
| 1970, AND JUNE 30, 1971.         |      | UNDEREDUCATED.                         |      |
| VT 100 595                       | 452  |                                        |      |
| REPORT OF STUDENT TERMINATIONS   |      |                                        |      |
| FROM SELECTED FULL-TIME DAY      |      |                                        |      |
| PROGRAMS OF THE MINNESOTA AREA   |      |                                        |      |
| VOCATIONAL-TECHNICAL             |      |                                        |      |
| INSTITUTES BETWEEN JULY 1,       |      |                                        |      |
| 1971, AND JUNE 30, 1974.         |      |                                        |      |
| SUMMARY OF ALL TERMINATIONS      |      |                                        |      |
| ACROSS THE STATE.                |      |                                        |      |

## SUBJECT INDEX

|                                                                                                                                                                     | PAGE |                                                                                                                                                                                                           | PAGE |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>USE STUDIES</u>                                                                                                                                                  |      | <u>VT 100 552</u>                                                                                                                                                                                         | 439  |
| <u>VT 100 574</u>                                                                                                                                                   | 445  | TRAINING AND TECHNOLOGY. 1972 ANNUAL REPORT AND STATISTICAL SUPPLEMENT.                                                                                                                                   |      |
| OCCUPATIONAL TRAINING INFORMATION SYSTEM CYCLE FIVE REPORT, SUPPLEMENT 1: STATEWIDE TOTALS AND DESCENDING RANK ORDER OF PROGRAM CLUSTERS.                           |      | <u>VT 100 566</u>                                                                                                                                                                                         | 443  |
| <u>VT 100 576</u>                                                                                                                                                   | 446  | ARTICULATION OF OCCUPATIONAL ORIENTATION, EDUCATION, AND PLACEMENT IN PRIVATE AND PUBLIC ELEMENTARY, SECONDARY, AND POST-SECONDARY SCHOOLS. EVALUATION REPORT (SECOND YEAR).                              |      |
| THE COSTS OF VOCATIONAL AND NONVOCATIONAL PROGRAMS: A STUDY OF MICHIGAN SECONDARY SCHOOLS.                                                                          |      | <u>VT 100 568</u>                                                                                                                                                                                         | 444  |
| <u>VETERANS</u>                                                                                                                                                     |      | PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET.                                       |      |
| <u>VT 100 567</u>                                                                                                                                                   | 443  | <u>VT 100 571</u>                                                                                                                                                                                         | 444  |
| DIRECTORY OF PRIVATE SCHOOLS IN FLORIDA OFFERING VOCATIONAL COURSES APPROVED FOR THE TRAINING OF VETERANS AND ELIGIBLE PERSONS. JANUARY 1973.                       |      | REPORT TO THE GOVERNMENT OF THE PHILIPPINES ON NATIONAL VOCATIONAL PREPARATION PROGRAMME FOR OUT-OF-SCHOOL YOUTH.                                                                                         |      |
| <u>VETERANS EDUCATION</u>                                                                                                                                           |      | <u>VT 100 592</u>                                                                                                                                                                                         | 451  |
| <u>VT 100 567</u>                                                                                                                                                   | 443  | THE FEASIBILITY OF USING WORK EVALUATION AS A TOOL FOR ASSESSMENT IN ADULT BASIC EDUCATION. FINAL REPORT.                                                                                                 |      |
| DIRECTORY OF PRIVATE SCHOOLS IN FLORIDA OFFERING VOCATIONAL COURSES APPROVED FOR THE TRAINING OF VETERANS AND ELIGIBLE PERSONS. JANUARY 1973.                       |      | <u>VT 100 597</u>                                                                                                                                                                                         | 453  |
| <u>VIRGINIA</u>                                                                                                                                                     |      | LOOKING FORWARD TO A CAREER: TEACHER'S GUIDE.                                                                                                                                                             |      |
| <u>VT 100 540</u>                                                                                                                                                   | 435  | <u>VOCATIONAL DIRECTORS</u>                                                                                                                                                                               |      |
| THIRD ANNUAL REPORT OF THE VIRGINIA STATE ADVISORY COUNCIL ON VOCATIONAL EDUCATION IN VIRGINIA, ACADEMIC YEAR 1971-72.                                              |      | <u>VT 100 565</u>                                                                                                                                                                                         | 443  |
| <u>VOCATIONAL AGRICULTURE</u>                                                                                                                                       |      | PROCEEDINGS OF THE COORDINATING CONFERENCE OF STATE-LEVEL AND LOCAL-LEVEL DIRECTORS OF CAREER EDUCATION PROJECTS FUNDED UNDER SECTION 142(C) OF PART D AND SECTION 131(A) OF PART C OF PUBLIC LAW 90-576. |      |
| <u>VT 100 532</u>                                                                                                                                                   | 433  | <u>VT 100 582</u>                                                                                                                                                                                         | 448  |
| MINNESOTA AGRI-BUSINESS EMPLOYMENT, OPPORTUNITIES AND TRAINING NEEDS.                                                                                               |      | RESEARCH TRAINING WORKSHOPS FOR VOCATIONAL EDUCATORS.                                                                                                                                                     |      |
| <u>VOCATIONAL AGRICULTURE TEACHERS</u>                                                                                                                              |      | <u>VOCATIONAL EDUCATION</u>                                                                                                                                                                               |      |
| <u>VT 100 530</u>                                                                                                                                                   | 432  | <u>VT 100 515</u>                                                                                                                                                                                         | 428  |
| SUPPLY AND DEMAND FOR TEACHERS OF VOCATIONAL AGRICULTURE IN 1972. A STAFF STUDY.                                                                                    |      | PROVIDING A CLUSTER OF HIGH SCHOOL HOME ECONOMICS WAGE EARNING COURSES WITH THE AID OF A PRACTICE HOUSE. FINAL REPORT.                                                                                    |      |
| <u>VOCATIONAL COUNSELING</u>                                                                                                                                        |      | <u>VT 100 517</u>                                                                                                                                                                                         | 428  |
| <u>VT 100 568</u>                                                                                                                                                   | 444  | TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OF INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS. VOLUME II. FINAL REPORT.                                                            |      |
| PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET. |      | <u>VT 100 520</u>                                                                                                                                                                                         | 429  |
| <u>VOCATIONAL DEVELOPMENT</u>                                                                                                                                       |      | THE ESTABLISHMENT OF A NATIONAL VOCATIONAL TRAINING SCHEME (CEYLON).                                                                                                                                      |      |
| <u>VT 100 550</u>                                                                                                                                                   | 439  |                                                                                                                                                                                                           |      |
| PROJECT PASS: FINAL PROJECT REPORT.                                                                                                                                 |      |                                                                                                                                                                                                           |      |

BEST COPY AVAILABLE

BEST COPY AVAILABLE

## SUBJECT INDEX

|                                | PAGE |                                | PAGE |
|--------------------------------|------|--------------------------------|------|
| VT 100 521                     | 430  | VT 100 554                     | 440  |
| TRAINING INSTITUTES FOR        |      | CATALOG OF PUBLICATIONS.       |      |
| CURRICULUM PERSONNEL           |      | VT 100 559                     | 441  |
| DEVELOPMENT FOR INTEGRATION OF |      | VOCATIONAL INFORMATION         |      |
| INNOVATIVE CONCEPTS AND NEW    |      | REPORTING SYSTEM: MANUAL OF    |      |
| DEVELOPMENTS, VOLUME I: FINAL  |      | INSTRUCTIONS.                  |      |
| REPORT.                        |      | VT 100 562                     | 442  |
| VT 100 527                     | 431  | EMPLOYMENT LEVELS AND          |      |
| TRAINING AND FURTHER TRAINING  |      | PROJECTIONS IN ELECTRONIC DATA |      |
| OF TEACHERS IN TECHNICAL       |      | PROCESSING.                    |      |
| SCHOOLS. AUSTRIA, OCTOBER      |      | VT 100 564                     | 443  |
| 5-10, 1970. REPORT OF TRAINING |      | ABSTRACTS OF EXEMPLARY         |      |
| COURSE.                        |      | PROJECTS IN VOCATIONAL         |      |
| VT 100 529                     | 432  | EDUCATION.                     |      |
| FOUR CORNERS COMMISSION REPORT |      | VT 100 566                     | 443  |
| OF PLANNING PROJECT, BLANDING  |      | ARTICULATION OF OCCUPATIONAL   |      |
| AREA VOCATIONAL CENTER         |      | ORIENTATION, EDUCATION, AND    |      |
| PLANNING GRANT, PHASE II.      |      | PLACEMENT IN PRIVATE AND       |      |
| VT 100 531                     | 433  | PUBLIC ELEMENTARY, SECONDARY,  |      |
| SECOND ANNUAL REPORT OF        |      | AND POST-SECONDARY SCHOOLS.    |      |
| MONTANA STATE ADVISORY COUNCIL |      | EVALUATION REPORT (SECOND      |      |
| FOR VOCATIONAL EDUCATION,      |      | YEAR).                         |      |
| 1971.                          |      | VT 100 567                     | 443  |
| VT 100 535                     | 434  | DIRECTORY OF PRIVATE SCHOOLS   |      |
| PLACEMENT AND FOLLOW-UP        |      | IN FLORIDA OFFERING VOCATIONAL |      |
| STUDIES IN VOCATIONAL          |      | COURSES APPROVED FOR THE       |      |
| EDUCATION.                     |      | TRAINING OF VETERANS AND       |      |
| VT 100 538                     | 435  | ELIGIBLE PERSONS. JANUARY      |      |
| MOAB AREA VOCATIONAL CENTER.   |      | 1973.                          |      |
| FINAL REPORT.                  |      | VT 100 568                     | 444  |
| VT 100 540                     | 435  | PROPOSALS FOR THE PROMOTION OF |      |
| THIRD ANNUAL REPORT OF THE     |      | WORKING RELATIONSHIPS BETWEEN  |      |
| VIRGINIA STATE ADVISORY        |      | THE SCHOOLS AND THE EMPLOYMENT |      |
| COUNCIL ON VOCATIONAL          |      | SERVICE TO ATTAIN EFFECTIVE    |      |
| EDUCATION IN VIRGINIA,         |      | LABOR MARKET.                  |      |
| ACADEMIC YEAR 1971-72.         |      | VT 100 571                     | 444  |
| VT 100 541                     | 436  | REPORT TO THE GOVERNMENT OF    |      |
| ANNUAL EVALUATION REPORT OF    |      | THE PHILIPPINES ON NATIONAL    |      |
| THE STATE ADVISORY COUNCIL ON  |      | VOCATIONAL PREPARATION         |      |
| VOCATIONAL AND TECHNICAL       |      | PROGRAMME FOR OUT-OF-SCHOOL    |      |
| EDUCATION, FISCAL YEAR 1972.   |      | YOUTH.                         |      |
| STATE OF HAWAII.               |      | VT 100 580                     | 447  |
| VT 100 542                     | 436  | EXEMPLARY VOCATIONAL EDUCATION |      |
| ALTERNATE PLANS IN THE EVENT   |      | PROGRAM BASED ON ENVIRONMENTAL |      |
| OF WORK INTERRUPTION.          |      | STUDIES K-14. INTERIM REPORT   |      |
| VT 100 545                     | 437  | (JUNE 1, 1971-MAY 31, 1972)    |      |
| EVALUATION OF A VOCATIONAL     |      | VT 100 584                     | 449  |
| EDUCATION PUBLIC INFORMATION   |      | ANNUAL EVALUATION REPORT 1972. |      |
| PROGRAM. FINAL REPORT.         |      | KENTUCKY STATE ADVISORY BOARD  |      |
| VT 100 548                     | 438  | FOR VOCATIONAL EDUCATION AND   |      |
| ABBREVIATED MANUAL OF          |      | MANPOWER DEVELOPMENT AND       |      |
| INSTRUCTIONS: VOCATIONAL       |      | TRAINING.                      |      |
| INFORMATION REPORTING SYSTEM.  |      | VT 100 587                     | 450  |
| VT 100 549                     | 438  | A COMPREHENSIVE CAREER         |      |
| CAREER EDUCATION: K-12 AND     |      | EDUCATION DEVELOPMENT PROJECT  |      |
| BEYOND. (ACHILLES PAPER).      |      | FOR THE SCHOOL DISTRICTS OF    |      |
| VT 100 550                     | 439  | MUSKEGON AND MUSKEGON HEIGHTS, |      |
| PROJECT PASS: FINAL PROJECT    |      | MICHIGAN. INTERIM REPORT.      |      |
| REPORT.                        |      | VT 100 588                     | 450  |
| VT 100 551                     | 439  | LEARNING A LIVING ACROSS THE   |      |
| THIRD ANNUAL EVALUATION REPORT |      | NATION. PROJECT BASELINE       |      |
| ON VOCATIONAL EDUCATION        |      | SECOND NATIONAL REPORT. VOL.   |      |
| (MONTANA).                     |      | 1: BASELINE YEAR 1970-71       |      |
| VT 100 553                     | 439  | (FISCAL YEAR 1971). VOL. 2:    |      |
| CAREER EDUCATION, K-12 AND     |      | BASELINE YEAR 1971-72 (FISCAL  |      |
| BEYOND. (RONEY PAPER).         |      | YEAR 1972).                    |      |



BEST COPY AVAILABLE

## SUBJECT INDEX

|                                      | PAGE |                                    | PAGE |
|--------------------------------------|------|------------------------------------|------|
| VT 100 591                           | 451  | <u>WESTERN KENTUCKY UNIVERSITY</u> |      |
| MANPOWER NEEDS IN SOUTHWEST          |      | VT 100 590                         | 451  |
| WISCONSIN. FINAL REPORT.             |      | THE DEVELOPMENT AND TRY-OUT OF     |      |
| VT 100 592                           | 451  | A SYSTEM OF EVALUATING             |      |
| THE FEASIBILITY OF USING WORK        |      | PROGRAMS OF VOCATIONAL TEACHER     |      |
| EVALUATION AS A TOOL FOR             |      | EDUCATION. FINAL REPORT.           |      |
| ASSESSMENT IN ADULT BASIC            |      |                                    |      |
| EDUCATION. FINAL REPORT.             |      | <u>WHOLESALE</u>                   |      |
| VT 100 593                           | 452  | VT 100 561                         | 442  |
| THE MINNESOTA VOCATIONAL             |      | EMPLOYMENT OPPORTUNITIES FOR       |      |
| FOLLOW-UP SYSTEM: RATIONALE          |      | WORKERS IN SALES AND RELATED       |      |
| AND METHODS.                         |      | OCCUPATIONS IN ALABAMA.            |      |
| <u>VOCATIONAL EDUCATION TEACHERS</u> |      | <u>WISCONSIN</u>                   |      |
| VT 100 523                           | 430  | VT 100 591                         | 451  |
| COMMON PROFESSIONAL EDUCATION        |      | MANPOWER NEEDS IN SOUTHWEST        |      |
| COMPETENCIES NEEDED BY               |      | WISCONSIN. FINAL REPORT.           |      |
| ALASKA'S VOCATIONAL SECONDARY        |      | VT 100 592                         | 451  |
| SCHOOL TEACHERS.                     |      | THE FEASIBILITY OF USING WORK      |      |
| VT 100 527                           | 431  | EVALUATION AS A TOOL FOR           |      |
| TRAINING AND FURTHER TRAINING        |      | ASSESSMENT IN ADULT BASIC          |      |
| OF TEACHERS IN TECHNICAL             |      | EDUCATION. FINAL REPORT.           |      |
| SCHOOLS. AUSTRIA, OCTOBER            |      | <u>WOMENS EDUCATION</u>            |      |
| 5-10, 1970. REPORT OF TRAINING       |      | VT 100 599                         | 453  |
| COURSE.                              |      | WOMEN IN INDUSTRY. NEW             |      |
| VT 100 590                           | 451  | PERSPECTIVES FROM EDUCATION,       |      |
| THE DEVELOPMENT AND TRY-OUT OF       |      | INDUSTRY, GOVERNMENT.              |      |
| A SYSTEM OF EVALUATING               |      | <u>WORKING WOMEN</u>               |      |
| PROGRAMS OF VOCATIONAL TEACHER       |      | VT 100 599                         | 453  |
| EDUCATION. FINAL REPORT.             |      | WOMEN IN INDUSTRY. NEW             |      |
| <u>VOCATIONAL FOLLOWUP</u>           |      | PERSPECTIVES FROM EDUCATION,       |      |
| VT 100 535                           | 434  | INDUSTRY, GOVERNMENT.              |      |
| PLACEMENT AND FOLLOW-UP              |      | <u>WORKSHOPS</u>                   |      |
| STUDIES IN VOCATIONAL                |      | VT 100 582                         | 448  |
| EDUCATION.                           |      | RESEARCH TRAINING WORKSHOPS        |      |
| VT 100 539                           | 435  | FOR VOCATIONAL EDUCATORS.          |      |
| VOCATIONAL EDUCATION                 |      | <u>YOUTH PROGRAMS</u>              |      |
| MANAGEMENT INFORMATION SYSTEM        |      | VT 100 571                         | 444  |
| (VEMIS).                             |      | REPORT TO THE GOVERNMENT OF        |      |
| VT 100 548                           | 438  | THE PHILIPPINES ON NATIONAL        |      |
| ABBREVIATED MANUAL OF                |      | VOCATIONAL PREPARATION             |      |
| INSTRUCTIONS: VOCATIONAL             |      | PROGRAMME FOR OUT-OF-SCHOOL        |      |
| INFORMATION REPORTING SYSTEM.        |      | YOUTH.                             |      |
| VT 100 575                           | 446  |                                    |      |
| OCCUPATIONAL TRAINING                |      |                                    |      |
| INFORMATION SYSTEM CYCLE FIVE        |      |                                    |      |
| REPORT, SUPPLEMENT 2: A              |      |                                    |      |
| FOLLOW-UP STUDY OF GRADUATES.        |      |                                    |      |
| <u>WELDERS</u>                       |      |                                    |      |
| VT 100 569                           | 444  |                                    |      |
| JOB CORPS TRAINING STANDARD          |      |                                    |      |
| FOR WELDER.                          |      |                                    |      |
| <u>WEST VIRGINIA</u>                 |      |                                    |      |
| VT 100 583                           | 448  |                                    |      |
| AN EVALUATION OF ELEMENTARY          |      |                                    |      |
| CAREER EDUCATION BASED ON            |      |                                    |      |
| LANGUAGE ACHIEVEMENT,                |      |                                    |      |
| MATHEMATICS ACHIEVEMENT, AND         |      |                                    |      |
| OCCUPATIONAL AWARENESS IN            |      |                                    |      |
| LINCOLN COUNTY, WEST VIRGINIA.       |      |                                    |      |
| A SUMMARY.                           |      |                                    |      |

## RESEARCH MATERIALS AUTHOR INDEX

This index lists documents under the name(s) of their author(s). The index is arranged in alphabetical order by the person's last name and/or the institution's full name.

As shown in the example below, the page on which the document abstract appears is displayed above the title.

|                                                                                                                                       |    |
|---------------------------------------------------------------------------------------------------------------------------------------|----|
| <u>AMERICAN SOCIETY OF AGRICULTURAL</u><br><u>ENGINEERS, ST. JOSEPH, MICH.</u>                                                        |    |
| VT 100 196                                                                                                                            | 13 |
| CONSIDERATIONS FOR EFFECTIVE<br>UTILIZATION OF YOUR AUDIO-VISUAL<br>MATERIALS.                                                        |    |
| VT 100 197                                                                                                                            | 13 |
| ACADEMIC PROGRAMS NEEDED TO<br>EDUCATE THE FUTURE AGRICULTURAL<br>ENGINEER: UPDATING THE<br>REQUIREMENTS FOR A LEARNED<br>PROFESSION. |    |
| VT 100 198                                                                                                                            | 14 |
| SELECTIVE MECHANIZATION AND LABOR<br>BALANCE IN AGRICULTURAL<br>DEVELOPMENT.                                                          |    |
| <u>ARKANSAS STATE ADVISORY COUNCIL FOR</u><br><u>VOCATIONAL-TECHNICAL EDUCATION,</u><br><u>LITTLE ROCK.</u>                           |    |
| VT 100 186                                                                                                                            | 11 |
| SPECIAL REPORT ON PUBLIC LAW 92-318.                                                                                                  |    |
| VT 100 187                                                                                                                            | 11 |
| ARKANSAS STATE ADVISORY COUNCIL<br>FOR VOCATIONAL-TECHNICAL EDUCATION<br>THIRD ANNUAL REPORT, 1972.                                   |    |

## AUTHOR INDEX

BEST COPY AVAILABLE

|                                                                                                         | PAGE |                                                                                                           | PAGE |
|---------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------|------|
| <u>ACHILLES, CHARLES M.</u>                                                                             |      | <u>ANDERSON, JOHN I.</u>                                                                                  |      |
| VT 100 549                                                                                              | 438  | VT 100 592                                                                                                | 451  |
| CAREER EDUCATION: K-12 AND BEYOND. (ACHILLES PAPER).                                                    |      | THE FEASIBILITY OF USING WORK EVALUATION AS A TOOL FOR ASSESSMENT IN ADULT BASIC EDUCATION. FINAL REPORT. |      |
| <u>ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY, DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.</u> |      | <u>ARIZONA STATE DEPT. OF EDUCATION, PHOENIX.</u>                                                         |      |
| VT 100 548                                                                                              | 438  | VT 100 533                                                                                                | 433  |
| ABBREVIATED MANUAL OF INSTRUCTIONS: VOCATIONAL INFORMATION REPORTING SYSTEM.                            |      | CAREER EDUCATION. LEADERSHIP IN LEARNING.                                                                 |      |
| VT 100 557                                                                                              | 440  | <u>AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION.</u>                                        |      |
| INDEX TO "QUERY" COMPUTER SEARCHES, NOVEMBER 1970-DECEMBER 1972. (ALABAMA).                             |      | VT 100 535                                                                                                | 434  |
| VT 100 558                                                                                              | 441  | PLACEMENT AND FOLLOW-UP STUDIES IN VOCATIONAL EDUCATION.                                                  |      |
| IMPLEMENTATION OF A MICROFICHE DUPLICATION AND DISSEMINATION SERVICE IN ALABAMA: A FEASIBILITY STUDY.   |      | VT 100 548                                                                                                | 438  |
| VT 100 559                                                                                              | 441  | ABBREVIATED MANUAL OF INSTRUCTIONS: VOCATIONAL INFORMATION REPORTING SYSTEM.                              |      |
| VOCATIONAL INFORMATION REPORTING SYSTEM: MANUAL OF INSTRUCTIONS.                                        |      | VT 100 557                                                                                                | 440  |
| VT 100 560                                                                                              | 441  | INDEX TO "QUERY" COMPUTER SEARCHES, NOVEMBER 1970-DECEMBER 1972. (ALABAMA).                               |      |
| A STUDY OF EMPLOYMENT OPPORTUNITIES IN COSMETOLOGY IN ALABAMA.                                          |      | VT 100 558                                                                                                | 441  |
| VT 100 561                                                                                              | 442  | IMPLEMENTATION OF A MICROFICHE DUPLICATION AND DISSEMINATION SERVICE IN ALABAMA: A FEASIBILITY STUDY.     |      |
| EMPLOYMENT OPPORTUNITIES FOR WORKERS IN SALES AND RELATED OCCUPATIONS IN ALABAMA.                       |      | VT 100 559                                                                                                | 441  |
| VT 100 562                                                                                              | 442  | VOCATIONAL INFORMATION REPORTING SYSTEM: MANUAL OF INSTRUCTIONS.                                          |      |
| EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.                                        |      | VT 100 560                                                                                                | 441  |
| <u>ALASKA STATE DEPT. OF EDUCATION, JUNEAU, DIV. OF VOCATIONAL EDUCATION.</u>                           |      | A STUDY OF EMPLOYMENT OPPORTUNITIES IN COSMETOLOGY IN ALABAMA.                                            |      |
| VT 100 523                                                                                              | 430  | VT 100 561                                                                                                | 442  |
| COMMON PROFESSIONAL EDUCATION COMPETENCIES NEEDED BY ALASKA'S VOCATIONAL SECONDARY SCHOOL TEACHERS.     |      | EMPLOYMENT OPPORTUNITIES FOR WORKERS IN SALES AND RELATED OCCUPATIONS IN ALABAMA.                         |      |
| <u>ALASKA UNIV., JUNEAU, SOUTHEASTERN REGIONAL CENTER.</u>                                              |      | VT 100 562                                                                                                | 442  |
| VT 100 523                                                                                              | 430  | EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.                                          |      |
| COMMON PROFESSIONAL EDUCATION COMPETENCIES NEEDED BY ALASKA'S VOCATIONAL SECONDARY SCHOOL TEACHERS.     |      | <u>BAKER, RICHARD A.</u>                                                                                  |      |
| <u>AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS, WASHINGTON, D.C.</u>                                  |      | VT 100 561                                                                                                | 442  |
| VT 100 553                                                                                              | 439  | EMPLOYMENT OPPORTUNITIES FOR WORKERS IN SALES AND RELATED OCCUPATIONS IN ALABAMA.                         |      |
| CAREER EDUCATION, K-12 AND BEYOND. (RONEY PAPER).                                                       |      | VT 100 562                                                                                                | 442  |
|                                                                                                         |      | EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.                                          |      |



BEST COPY AVAILABLE

## AUTHOR INDEX

|                                                                                                                                                              | PAGE |                                                                                                                                                               | PAGE |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>BARNES, JAMES B.</u><br>VT 100 560<br>A STUDY OF EMPLOYMENT<br>OPPORTUNITIES IN COSMETOLOGY<br>IN ALABAMA.                                                | 441  | <u>CIVIL SERVICE COMMISSION,</u><br><u>WASHINGTON, D.C. BUREAU OF</u><br><u>RECRUITING AND EXAMINING.</u><br>VT 100 534                                       | 434  |
| VT 100 561<br>EMPLOYMENT OPPORTUNITIES FOR<br>WORKERS IN SALES AND RELATED<br>OCCUPATIONS IN ALABAMA.                                                        | 442  | THE FEDERAL GOVERNMENT AS AN<br>EMPLOYER OF THE UNSKILLED AND<br>UNDEREDUCATED.                                                                               |      |
| <u>BIRD, SUE ELLEN</u><br>VT 100 560                                                                                                                         | 451  | <u>COHN, ELCHANAN</u><br>VT 100 576                                                                                                                           | 446  |
| THE DEVELOPMENT AND TRY-OUT<br>OF A SYSTEM OF EVALUATING<br>PROGRAMS OF VOCATIONAL<br>TEACHER EDUCATION. FINAL<br>REPORT.                                    |      | THE COSTS OF VOCATIONAL AND<br>NONVOCATIONAL PROGRAMS: A<br>STUDY OF MICHIGAN SECONDARY<br>SCHOOLS.                                                           |      |
| <u>BISMARCK JUNIOR COLL., N. DAK.</u><br>VT 100 519                                                                                                          | 429  | <u>COLORADO STATE UNIV., FT.</u><br><u>COLLINS, DEPT. OF VOCATIONAL</u><br><u>EDUCATION.</u><br>VT 100 517                                                    | 429  |
| DEVELOPMENT OF A POWER PLANT<br>OPERATORS CURRICULUM. FINAL<br>REPORT.                                                                                       |      | TRAINING INSTITUTES FOR<br>CURRICULUM PERSONNEL<br>DEVELOPMENT FOR INTEGRATION<br>OR INNOVATIVE CONCEPTS AND<br>NEW DEVELOPMENTS. VOLUME II.<br>FINAL REPORT. |      |
| <u>BLAI, BORIS, JR</u><br>VT 100 532                                                                                                                         | 435  | VT 100 521                                                                                                                                                    | 430  |
| VOCATIONAL EDUCATION<br>MANAGEMENT INFORMATION SYSTEM<br>(VEMIS).                                                                                            |      | TRAINING INSTITUTES FOR<br>CURRICULUM PERSONNEL<br>DEVELOPMENT FOR INTEGRATION<br>OF INNOVATIVE CONCEPTS AND<br>NEW DEVELOPMENTS. VOLUME I:<br>FINAL REPORT.  |      |
| <u>BUNNELL, LE ROY</u><br>VT 100 538                                                                                                                         | 435  | <u>COOK, VIRGINIA W.</u><br>VT 100 515                                                                                                                        | 428  |
| MOAB AREA VOCATIONAL CENTER.<br>FINAL REPORT.                                                                                                                |      | PROVIDING A CLUSTER OF HIGH<br>SCHOOL HOME ECONOMICS WAGE<br>EARNING COURSES WITH THE AID<br>OF A PRACTICE HOUSE. FINAL<br>REPORT.                            |      |
| <u>BURTON, DAVID M.</u><br>VT 100 585                                                                                                                        | 449  | <u>COUNCIL OF EUROPE, STRASBOURG</u><br><u>(FRANCE), COMMITTEE FOR GENERAL</u><br><u>AND TECHNICAL EDUCATION.</u><br>VT 100 526                               | 431  |
| <u>CALIFORNIA COMMUNITY COLLEGES,</u><br><u>SACRAMENTO, OFFICE OF THE</u><br><u>CHANCELLOR.</u><br>VT 100 582                                                | 448  | THE TRAINING AND FURTHER<br>TRAINING OF TEACHERS OF<br>COMMERCIAL EDUCATION. MUNICH,<br>JUNE 3-11, 1970. REPORT OF<br>TRAINING COURSE.                        |      |
| RESEARCH TRAINING WORKSHOPS<br>FOR VOCATIONAL EDUCATORS.                                                                                                     |      | VT 100 527                                                                                                                                                    | 431  |
| <u>CARMICHAEL, MARGARET</u><br>VT 100 586                                                                                                                    | 449  | TRAINING AND FURTHER TRAINING<br>OF TEACHERS IN TECHNICAL<br>SCHOOLS. AUSTRIA, OCTOBER 5-<br>10, 1970. REPORT OF TRAINING<br>COURSE.                          |      |
| EVALUATION OF FOUR CAREER<br>EDUCATION MEDIA USED BY THE<br>INDIANA CAREER RESOURCE<br>CENTER. RESEARCH AND<br>EVALUATION REPORT SERIES.<br>REPORT NUMBER 2. |      | <u>COURTNEY, E. WAYNE</u><br>VT 100 523                                                                                                                       | 430  |
| <u>CHRISTENSEN, JACK</u><br>VT 100 545                                                                                                                       | 437  | COMMON PROFESSIONAL EDUCATION<br>COMPETENCIES NEEDED BY<br>ALASKA'S VOCATIONAL SECONDARY<br>SCHOOL TEACHERS.                                                  |      |
| EVALUATION OF A VOCATIONAL<br>EDUCATION PUBLIC INFORMATION<br>PROGRAM. FINAL REPORT.                                                                         |      |                                                                                                                                                               |      |

|                                                                                                                                                                                                | PAGE |                                                                                                                                              | PAGE |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>DIXIE, THEODORE C.</u><br>VT 100 542<br>ALTERNATE PLANS IN THE EVENT<br>OF WORK INTERRUPTION.                                                                                               | 436  | <u>HARVEY, RICHARD</u><br>VT 100 589<br>CAREER RESOURCE CENTER. FINAL<br>REPORT.                                                             | 450  |
| <u>FLORIDA STATE DEPT. OF<br/>COMMERCE, TALLAHASSEE, STATE<br/>APPROVING AGENCY FOR VETERANS<br/>TRAINING, FOR VETERANS<br/>TRAINING.</u><br>VT 100 567                                        | 443  | <u>HAWAII STATE ADVISORY COUNCIL<br/>ON VOCATIONAL AND TECHNICAL<br/>EDUCATION, HONOLULU.</u><br>VT 100 541                                  | 436  |
| DIRECTORY OF PRIVATE SCHOOLS<br>IN FLORIDA OFFERING<br>VOCATIONAL COURSES APPROVED<br>FOR THE TRAINING OF VETERANS<br>AND ELIGIBLE PERSONS. JANUARY<br>1973.                                   |      | ANNUAL EVALUATION REPORT OF<br>THE STATE ADVISORY COUNCIL ON<br>VOCATIONAL AND TECHNICAL<br>EDUCATION, FISCAL YEAR 1972.<br>STATE OF HAWAII. |      |
| <u>FOREST SERVICE (DQA).</u><br><u>WASHINGTON, D.C.</u><br>VT 100 555                                                                                                                          | 440  | <u>HEILMAN, CAS E.</u><br>VT 100 516<br>CAREERS ORIENTED RELEVANT<br>EDUCATION (C.O.R.E.). FINAL<br>REPORT.                                  | 428  |
| WOMEN IN THE FOREST SERVICE.                                                                                                                                                                   |      | <u>HELLING, CLIFF E.</u><br>VT 100 597                                                                                                       | 453  |
| <u>GILBERTSON, CARLYLE W.</u><br>VT 100 566                                                                                                                                                    | 443  | LOOKING FORWARD TO A CAREER:<br>TEACHER'S GUIDE.                                                                                             |      |
| ARTICULATION OF OCCUPATIONAL<br>ORIENTATION, EDUCATION, AND<br>PLACEMENT IN PRIVATE AND<br>PUBLIC ELEMENTARY, SECONDARY,<br>AND POST-SECONDARY SCHOOLS.<br>EVALUATION REPORT (SECOND<br>YEAR). |      | <u>HILL, RAYMOND</u><br>VT 100 559                                                                                                           | 441  |
| <u>GOLDSTEIN, HAROLD M.</u><br>VT 100 544                                                                                                                                                      | 437  | VOCATIONAL INFORMATION<br>REPORTING SYSTEM: MANUAL OF<br>INSTRUCTIONS.                                                                       |      |
| IMPROVING THE UTILIZATION OF<br>HEALTH MANPOWER. THIRD<br>QUARTERLY REPORT.                                                                                                                    |      | <u>HILLISON, JOHN H.</u><br>VT 100 590                                                                                                       | 451  |
| <u>GOODIN, ED.</u><br>VT 100 525                                                                                                                                                               | 431  | THE DEVELOPMENT AND TRY-OUT<br>OF A SYSTEM OF EVALUATING<br>PROGRAMS OF VOCATIONAL<br>TEACHER EDUCATION. FINAL<br>REPORT.                    |      |
| THE STATUS OF BUSINESS<br>EDUCATION IN THE PUBLIC<br>SECONDARY SCHOOLS OF NEVADA.                                                                                                              |      | <u>HOHENHAUS, WILLIAM E.</u><br>VT 100 532                                                                                                   | 433  |
| <u>GRANT JOINT UNION HIGH SCHOOL<br/>DISTRICT, SACRAMENTO, CALIF.</u><br>VT 100 550                                                                                                            | 439  | MINNESOTA AGPI-BUSINESS<br>EMPLOYMENT, OPPORTUNITIES AND<br>TRAINING NEEDS.                                                                  |      |
| PROJECT PASS: FINAL PROJECT<br>REPORT.                                                                                                                                                         |      | <u>HOOPER, WILLIAM E.</u><br>VT 100 578                                                                                                      | 447  |
| <u>HANSON, MARLYS C.</u><br>VT 100 522                                                                                                                                                         | 430  | RESEARCH PROJECT IN<br>VOCATIONAL EDUCATION,<br>CONDUCTED UNDER PART C OF<br>PUBLIC LAW 90-576. QUARTERLY<br>REPORT.                         |      |
| SAN ANTONIO CAREER AWARENESS<br>DEMONSTRATION GRANT,<br>CONDUCTED IN SOCORRO<br>CONSOLIDATED SCHOOL DISTRICT,<br>NEW MEXICO. FINAL REPORT.                                                     |      | <u>HORDWITZ, MORRIS A.</u><br>VT 100 544                                                                                                     | 437  |
| <u>HARCUM JUNIOR COLL., BRYN MAWR,<br/>PA.</u><br>VT 100 539                                                                                                                                   | 435  | IMPROVING THE UTILIZATION OF<br>HEALTH MANPOWER. THIRD<br>QUARTERLY REPORT.                                                                  |      |
| VOCATIONAL EDUCATION<br>MANAGEMENT INFORMATION SYSTEM<br>(VEMIS).                                                                                                                              |      |                                                                                                                                              |      |

## AUTHOR INDEX

BEST COPY AVAILABLE

| PAGE                                                                                                                                          | PAGE                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS, DIV. OF VOCATIONAL EDUCATION.</u><br>VT 100 586 449                               | <u>LARSON, MILTON E.</u><br>VT 100 521 430                                                                                                                                        |
| EVALUATION OF FOUR CAREER EDUCATION MEDIA USED BY THE INDIANA CAREER RESOURCE CENTER. RESEARCH AND EVALUATION REPORT SERIES. REPORT NUMBER 2. | TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OF INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS, VOLUME 1: FINAL REPORT.                                     |
| <u>INTERNATIONAL LABOUR OFFICE, GENEVA (SWITZERLAND).</u><br>VT 100 571 444                                                                   | <u>LEE, ARTHUR M.</u><br>VT 100 588 450                                                                                                                                           |
| REPORT TO THE GOVERNMENT OF THE PHILIPPINES ON NATIONAL VOCATIONAL PREPARATION PROGRAMME FOR OUT-OF-SCHOOL YOUTH.                             | LEARNING A LIVING ACROSS THE NATION. PROJECT BASELINE SECOND NATIONAL REPORT. VOL. 1: BASELINE YEAR 1970-71 (FISCAL YEAR 1971). VOL. 2: BASELINE YEAR 1971-72 (FISCAL YEAR 1972). |
| <u>INTERNATIONAL LABOUR ORGANISATION, GENEVA (SWITZERLAND).</u><br>VT 100 520 429                                                             | <u>LEFLORE COUNTY SCHOOL DISTRICT, GREENWOOD, MISS.</u><br>VT 100 578 447                                                                                                         |
| THE ESTABLISHMENT OF A NATIONAL VOCATIONAL TRAINING SCHEME (CEYLON).                                                                          | RESEARCH PROJECT IN VOCATIONAL EDUCATION, CONDUCTED UNDER PART C OF PUBLIC LAW 90-576. QUARTERLY REPORT.                                                                          |
| <u>JOHANSEN, DONALD A.</u><br>VT 100 597 453                                                                                                  | <u>LEWISTON PUBLIC SCHOOL DISTRICT, MAINE.</u><br>VT 100 536 434                                                                                                                  |
| LOOKING FORWARD TO A CAREER: TEACHER'S GUIDE.                                                                                                 | NEW OPPORTUNITIES FOR WORK. INTERIM REPORT, FEB 1971-JUNE 1972.                                                                                                                   |
| <u>JORDAN, KENNETH C.</u><br>VT 100 536 434                                                                                                   | <u>LIEB, ROBERT C.</u><br>VT 100 598 453                                                                                                                                          |
| NEW OPPORTUNITIES FOR WORK. INTERIM REPORT, FEB 1971-JUNE 1972.                                                                               | LABOR IN THE TRANSPORTATION INDUSTRIES.                                                                                                                                           |
| <u>KANSAS CITY SCHOOL DISTRICT, MO.</u><br>VT 100 537 434                                                                                     | <u>MAGISOS, JOEL H.</u><br>VT 100 579 447                                                                                                                                         |
| OUTREACH FOR URBAN INNER CITY YOUTH. INTERIM REPORT, OCT-DEC, 1972.                                                                           | A MODEL FOR ACQUISITION AND SELECTION OF CAREER EDUCATION INSTRUCTIONAL MATERIALS. FINAL REPORT.                                                                                  |
| <u>KENTUCKY STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING, FRANKFORT.</u><br>VT 100 584 449           | <u>MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF APPRENTICESHIP AND TRAINING.</u><br>VT 100 556 440                                                                   |
| ANNUAL EVALUATION REPORT 1972. KENTUCKY STATE ADVISORY BOARD FOR VOCATIONAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING.                  | APPRENTICE TRAINING: SURE WAY TO A SKILLED CRAFT.                                                                                                                                 |
| <u>KING, SUE J., ED.</u><br>VT 100 554 440                                                                                                    | <u>MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. JOB CORPS.</u><br>VT 100 569 444                                                                                               |
| CATALOG OF PUBLICATIONS.                                                                                                                      | JOB CORPS TRAINING STANDARD FOR WELDER.                                                                                                                                           |
|                                                                                                                                               | VT 100 570 444                                                                                                                                                                    |
|                                                                                                                                               | JOB CORPS TRAINING STANDARD FOR CLERK TYPIST.                                                                                                                                     |



## AUTHOR INDEX

BEST COPY AVAILABLE

| PAGE |                                                                                                                                                                                                                                                      | PAGE |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
|      | <u>MARSHALL UNIV., HUNTINGTON,<br/>W.VA. DEPT. OF<br/>VOCATIONAL-TECHNICAL EDUCATION.</u>                                                                                                                                                            |      |
| 448  | VT 100 583<br>AN EVALUATION OF ELEMENTARY<br>CAREER EDUCATION BASED ON<br>LANGUAGE ACHIEVEMENT,<br>MATHEMATICS ACHIEVEMENT, AND<br>OCCUPATIONAL AWARENESS IN<br>LINCOLN COUNTY, WEST<br>VIRGINIA. A SUMMARY.                                         |      |
|      | <u>MEIS, RUBY L.</u>                                                                                                                                                                                                                                 |      |
| 445  | VT 100 572<br>HOME ECONOMICS IN THE<br>COMMUNITY COLLEGES OF<br>MICHIGAN.                                                                                                                                                                            |      |
|      | <u>MINNESOTA ENVIRONMENTAL<br/>SCIENCES FOUNDATION, INC.,<br/>MINNEAPOLIS, MN.</u>                                                                                                                                                                   |      |
| 447  | VT 100 580<br>EXEMPLARY VOCATIONAL<br>EDUCATION PROGRAM BASED ON<br>ENVIRONMENTAL STUDIES K-14.<br>INTERIM REPORT (JUNE 1, 1971-<br>MAY 31, 1972)                                                                                                    |      |
|      | <u>MINNESOTA STATE DEPT. OF<br/>EDUCATION, ST. PAUL, DIV. OF<br/>VOCATIONAL AND TECHNICAL<br/>EDUCATION.</u>                                                                                                                                         |      |
| 433  | VT 100 532<br>MINNESOTA AGRI-BUSINESS<br>EMPLOYMENT, OPPORTUNITIES AND<br>TRAINING NEEDS.                                                                                                                                                            |      |
|      | <u>MINNESOTA UNIV., MINNEAPOLIS.</u>                                                                                                                                                                                                                 |      |
| 452  | VT 100 595<br>REPORT OF STUDENT<br>TERMINATIONS FROM SELECTED<br>FULL-TIME DAY PROGRAMS OF THE<br>MINNESOTA AREA VOCATIONAL-<br>TECHNICAL INSTITUTES BETWEEN<br>JULY 1, 1971, AND JUNE 30,<br>1974. SUMMARY OF ALL<br>TERMINATIONS ACROSS THE STATE. |      |
|      | <u>MINNESOTA UNIV., MINNEAPOLIS,<br/>DEPT. OF TRADE AND INDUSTRIAL<br/>EDUCATION.</u>                                                                                                                                                                |      |
| 452  | VT 100 593<br>THE MINNESOTA VOCATIONAL<br>FOLLOW-UP SYSTEM: RATIONALE<br>AND METHODS.                                                                                                                                                                |      |
| 452  | VT 100 594<br>SUMMARY OF ONE-YEAR FOLLOW-UP<br>INFORMATION ON GRADUATES WHO<br>GRADUATED FROM FULL-TIME DAY<br>PROGRAMS OF THE MINNESOTA<br>AREA VOCATIONAL-TECHNICAL<br>INSTITUTES BETWEEN JULY 1,<br>1970, AND JUNE 30, 1971.                      |      |
|      | <u>MONTANA STATE ADVISORY COUNCIL<br/>FOR VOCATIONAL EDUCATION,<br/>HELENA.</u>                                                                                                                                                                      |      |
| 433  | VT 100 531<br>SECOND ANNUAL REPORT OF<br>MONTANA STATE ADVISORY<br>COUNCIL FOR VOCATIONAL<br>EDUCATION, 1971.                                                                                                                                        |      |
| 439  | VT 100 551<br>THIRD ANNUAL EVALUATION<br>REPORT ON VOCATIONAL<br>EDUCATION (MONTANA).                                                                                                                                                                |      |
|      | <u>MOORE, BILLY MAC</u>                                                                                                                                                                                                                              |      |
| 453  | VT 100 596<br>THE FEASIBILITY OF A<br>PSYCHOMOTOR MEDIA DIAGNOSTIC<br>TEST MODEL FOR INDUSTRIAL<br>ARTS.                                                                                                                                             |      |
|      | <u>MORGAN, ALICE S.</u>                                                                                                                                                                                                                              |      |
| 434  | VT 100 535<br>PLACEMENT AND FOLLOW-UP<br>STUDIES IN VOCATIONAL<br>EDUCATION.                                                                                                                                                                         |      |
| 438  | VT 100 548<br>ABBREVIATED MANUAL OF<br>INSTRUCTIONS: VOCATIONAL<br>INFORMATION REPORTING SYSTEM.                                                                                                                                                     |      |
| 441  | VT 100 558<br>IMPLEMENTATION OF A<br>MICROFICHE DUPLICATION AND<br>DISSEMINATION SERVICE IN<br>ALABAMA: A FEASIBILITY STUDY.                                                                                                                         |      |
|      | <u>MORGAN, ALICE S., COMP.</u>                                                                                                                                                                                                                       |      |
| 440  | VT 100 557<br>INDEX TO "QUERY" COMPUTER<br>SEARCHES, NOVEMBER 1970-<br>DECEMBER 1972. (ALABAMA).                                                                                                                                                     |      |
|      | <u>MORTON, J.B.</u>                                                                                                                                                                                                                                  |      |
| 445  | VT 100 574<br>OCCUPATIONAL TRAINING<br>INFORMATION SYSTEM CYCLE FIVE<br>REPORT, SUPPLEMENT 1:<br>STATEWIDE TOTALS AND<br>DESCENDING RANK ORDER OF<br>PROGRAM CLUSTERS.                                                                               |      |
| 446  | VT 100 575<br>OCCUPATIONAL TRAINING<br>INFORMATION SYSTEM CYCLE FIVE<br>REPORT, SUPPLEMENT 2: A<br>FOLLOW-UP STUDY OF GRADUATES.                                                                                                                     |      |
|      | <u>MUSKEGON PUBLIC SCHOOLS, MICH.</u>                                                                                                                                                                                                                |      |
| 450  | VT 100 587<br>A COMPREHENSIVE CAREER<br>EDUCATION DEVELOPMENT PROJECT<br>FOR THE SCHOOL DISTRICTS OF<br>MUSKEGON AND MUSKEGON<br>HEIGHTS, MICHIGAN. INTERIM<br>REPORT.                                                                               |      |

BEST COPY AVAILABLE

## AUTHOR INDEX

|                                                                                                                                                                     | PAGE |                                                                                                                                                                                                           | PAGE |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>NATIONAL ASSOCIATION OF MANUFACTURERS, NEW YORK, N.Y. INDUSTRIAL RELATIONS COMMITTEE.</u>                                                                        | 453  | VT 100 519                                                                                                                                                                                                | 429  |
| VT 100 599                                                                                                                                                          |      | DEVELOPMENT OF A POWER PLANT OPERATORS CURRICULUM. FINAL REPORT.                                                                                                                                          |      |
| WOMEN IN INDUSTRY. NEW PERSPECTIVES FROM EDUCATION, INDUSTRY, GOVERNMENT.                                                                                           |      | <u>NORTH, RICHARD A.</u>                                                                                                                                                                                  | 451  |
| <u>NATIONAL VOCATIONAL GUIDANCE ASSOCIATION, WASHINGTON, D.C.</u>                                                                                                   | 438  | VT 100 591                                                                                                                                                                                                |      |
| VT 100 547                                                                                                                                                          |      | MANPOWER NEEDS IN SOUTHWEST WISCONSIN. FINAL REPORT.                                                                                                                                                      |      |
| THE VOCATIONAL COUNSELOR AND SOCIAL ACTION.                                                                                                                         |      | <u>NORTHEASTERN UNIV., BOSTON, MASS. COLL. OF BUSINESS ADMINISTRATION.</u>                                                                                                                                | 453  |
| <u>NEVADA UNIV., RENO, RESEARCH COORDINATING UNIT.</u>                                                                                                              | 431  | VT 100 598                                                                                                                                                                                                |      |
| VT 100 525                                                                                                                                                          |      | LABOR IN THE TRANSPORTATION INDUSTRIES.                                                                                                                                                                   |      |
| THE STATUS OF BUSINESS EDUCATION IN THE PUBLIC SECONDARY SCHOOLS OF NEVADA.                                                                                         |      | <u>NORTHEASTERN UNIV., BOSTON, MASS. DEPT. OF ECONOMICS.</u>                                                                                                                                              | 437  |
| <u>NEW YORK STATE DEPT. OF LABOR, ALBANY, MANPOWER SERVICES DIV.</u>                                                                                                | 444  | VT 100 544                                                                                                                                                                                                |      |
| VT 100 568                                                                                                                                                          |      | IMPROVING THE UTILIZATION OF HEALTH MANPOWER. THIRD QUARTERLY REPORT.                                                                                                                                     |      |
| PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET. |      | <u>NORTHERN ARIZONA UNIV., FLAGSTAFF.</u>                                                                                                                                                                 | 450  |
| <u>NEW YORK STATE EDUCATION DEPT., ALBANY, DIV. OF PUPIL PERSONNEL SERVICES.</u>                                                                                    | 444  | VT 100 588                                                                                                                                                                                                |      |
| VT 100 568                                                                                                                                                          |      | LEARNING A LIVING ACROSS THE NATION. PROJECT BASELINE SECOND NATIONAL REPORT. VOL. 1: BASELINE YEAR 1970-71 (FISCAL YEAR 1971). VOL. 2: BASELINE YEAR 1971-72 (FISCAL YEAR 1972).                         |      |
| PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET. |      | <u>OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.</u>                                                                                                                                                           | 439  |
| <u>NORTH CAROLINA STATE UNIV., RALEIGH, CENTER FOR OCCUPATIONAL EDUCATION.</u>                                                                                      | 440  | VT 100 552                                                                                                                                                                                                |      |
| VT 100 554                                                                                                                                                          |      | TRAINING AND TECHNOLOGY. 1972 ANNUAL REPORT AND STATISTICAL SUPPLEMENT.                                                                                                                                   |      |
| CATALOG OF PUBLICATIONS.                                                                                                                                            |      | <u>OFFICE OF CONSUMER AFFAIRS, WASHINGTON, D.C.</u>                                                                                                                                                       | 437  |
| <u>NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.</u>                                                                                                 | 446  | VT 100 548                                                                                                                                                                                                |      |
| VT 100 577                                                                                                                                                          |      | FORMING CONSUMER ORGANIZATIONS.                                                                                                                                                                           |      |
| POLICIES FOR VOCATIONAL HOME ECONOMICS PROGRAMS IN NORTH DAKOTA.                                                                                                    |      | <u>OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C., DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.</u>                                                                                                          | 443  |
| <u>NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK, RESEARCH COORDINATING UNIT.</u>                                                                     | 429  | VT 100 564                                                                                                                                                                                                |      |
| VT 100 518                                                                                                                                                          |      | ABSTRACTS OF EXEMPLARY PROJECTS IN VOCATIONAL EDUCATION.                                                                                                                                                  |      |
| DEVELOPMENT OF A STATE-WIDE AUTO MECHANICS CURRICULUM. FINAL REPORT.                                                                                                |      | VT 100 565                                                                                                                                                                                                | 443  |
|                                                                                                                                                                     |      | PROCEEDINGS OF THE COORDINATING CONFERENCE OF STATE-LEVEL AND LOCAL-LEVEL DIRECTORS OF CAREER EDUCATION PROJECTS FUNDED UNDER SECTION 142(C) OF PART D AND SECTION 131(A) OF PART C OF PUBLIC LAW 90-576. |      |

## AUTHOR INDEX

| PAGE                                                                                                                                                                                                     | PAGE                                                                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <del>OHIO STATE UNIV., COLUMBUS.</del><br><del>CENTER FOR VOCATIONAL AND</del><br><del>TECHNICAL EDUCATION.</del><br>VT 100 579 447                                                                      | <del>PENNSYLVANIA STATE UNIV.,</del><br><del>UNIVERSITY PARK, DEPT. OF</del><br><del>VOCATIONAL EDUCATION.</del><br>VT 100 542 436                                                                                |
| A MODEL FOR ACQUISITION AND<br>SELECTION OF CAREER EDUCATION<br>INSTRUCTIONAL MATERIALS.<br>FINAL REPORT.                                                                                                | ALTERNATE PLANS IN THE EVENT<br>OF WORK INTERRUPTION.                                                                                                                                                             |
| <del>OKLAHOMA STATE DEPT. OF</del><br><del>VOCATIONAL AND TECHNICAL</del><br><del>EDUCATION, STILLWATER, DIV. OF</del><br><del>RESEARCH, PLANNING, AND</del><br><del>EVALUATION.</del><br>VT 100 574 445 | <del>PENNSYLVANIA STATE UNIV.,</del><br><del>UNIVERSITY PARK, INST. FOR</del><br><del>RESEARCH ON HUMAN RESOURCES.</del><br>VT 100 576 446                                                                        |
| OCCUPATIONAL TRAINING<br>INFORMATION SYSTEM CYCLE FIVE<br>REPORT, SUPPLEMENT 1:<br>STATEWIDE TOTALS AND<br>DESCENDING RANK ORDER OF<br>PROGRAM CLUSTERS.                                                 | THE COSTS OF VOCATIONAL AND<br>NONVOCATIONAL PROGRAMS: A<br>STUDY OF MICHIGAN SECONDARY<br>SCHOOLS.                                                                                                               |
| VT 100 575 446                                                                                                                                                                                           | PUGEL, DAVID J.<br>VT 100 593 452                                                                                                                                                                                 |
| OCCUPATIONAL TRAINING<br>INFORMATION SYSTEM CYCLE FIVE<br>REPORT, SUPPLEMENT 2: A<br>FOLLOW-UP STUDY OF GRADUATES.                                                                                       | THE MINNESOTA VOCATIONAL<br>FOLLOW-UP SYSTEM: RATIONALE<br>AND METHODS.                                                                                                                                           |
| DILSON, LEVENE A.<br>VT 100 583 448                                                                                                                                                                      | VT 100 594 452                                                                                                                                                                                                    |
| AN EVALUATION OF ELEMENTARY<br>CAREER EDUCATION BASED ON<br>LANGUAGE ACHIEVEMENT,<br>MATHEMATICS ACHIEVEMENT, AND<br>OCCUPATIONAL AWARENESS IN<br>LINCOLN COUNTY, WEST<br>VIRGINIA. A SUMMARY.           | SUMMARY OF ONE-YEAR FOLLOW-UP<br>INFORMATION ON GRADUATES WHO<br>GRADUATED FROM FULL-TIME DAY<br>PROGRAMS OF THE MINNESOTA<br>AREA VOCATIONAL-TECHNICAL<br>INSTITUTES BETWEEN JULY 1,<br>1970, AND JUNE 30, 1971. |
| <del>ONTARIO MINISTRY OF LABOUR,</del><br><del>TORONTO, RESEARCH BRANCH.</del><br>VT 100 524 431                                                                                                         | <del>RHODE ISLAND UNIV., KINGSTON.</del><br>VT 100 543 436                                                                                                                                                        |
| EMPLOYEE USE OF ADVANCE<br>NOTICE OF TERMINATION FOR JOB<br>SEARCH. EMPLOYMENT<br>INFORMATION SERIES NUMBER 2.                                                                                           | AN INVESTIGATION OF THE<br>FREQUENCY OF ACCIDENTS WITH<br>SMALL POWER TOOLS.                                                                                                                                      |
| <del>OREGON STATE UNIV., CORVALLIS,</del><br><del>DIV. OF VOCATIONAL, ADULT, AND</del><br><del>COMMUNITY COLL. EDUCATION.</del><br>VT 100 516 428                                                        | RONEY, ROBERT K.<br>VT 100 553 439                                                                                                                                                                                |
| CAREERS ORIENTED RELEVANT<br>EDUCATION (C.O.R.E.). FINAL<br>REPORT.                                                                                                                                      | CAREER EDUCATION, K-12 AND<br>BEYOND. (RONEY PAPER).                                                                                                                                                              |
| PEAT, MARWICK, MITCHELL, AND<br>CO., WASHINGTON, D.C.<br>VT 100 581 448                                                                                                                                  | RUBINSKY, STANLEY<br>VT 100 543 436                                                                                                                                                                               |
| INSTRUCTIONAL MATERIALS FOR<br>CAREER EDUCATION: A SEARCH<br>AND ASSESSMENT FOR THE OFFICE<br>OF EDUCATION.                                                                                              | AN INVESTIGATION OF THE<br>FREQUENCY OF ACCIDENTS WITH<br>SMALL POWER TOOLS.                                                                                                                                      |
|                                                                                                                                                                                                          | SAINT LOUIS REGIONAL INDUSTRIAL<br>DEVELOPMENT CORP., MO.<br>VT 100 545 437                                                                                                                                       |
|                                                                                                                                                                                                          | EVALUATION OF A VOCATIONAL<br>EDUCATION PUBLIC INFORMATION<br>PROGRAM. FINAL REPORT.                                                                                                                              |
|                                                                                                                                                                                                          | SAMLER, JOSEPH<br>VT 100 547 438                                                                                                                                                                                  |
|                                                                                                                                                                                                          | THE VOCATIONAL COUNSELOR AND<br>SOCIAL ACTION.                                                                                                                                                                    |
|                                                                                                                                                                                                          | SMITH, NELSON E.<br>VT 100 543 436                                                                                                                                                                                |
|                                                                                                                                                                                                          | AN INVESTIGATION OF THE<br>FREQUENCY OF ACCIDENTS WITH<br>SMALL POWER TOOLS.                                                                                                                                      |

BEST COPY AVAILABLE



BEST COPY AVAILABLE

## AUTHOR INDEX

|                                                                                                                                          | PAGE |                                                                                                                                               | PAGE |
|------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------|------|
| <u>SOCORRO CONSOLIDATED SCHOOL DISTRICT, N. MEX.</u>                                                                                     |      | <u>UNION CARBIDE CORP., OAK RIDGE, TENN. NUCLEAR DIV.</u>                                                                                     |      |
| VT 100 522                                                                                                                               | 430  | VT 100 552                                                                                                                                    | 439  |
| SAN ANTONIO CAREER AWARENESS DEMONSTRATION GRANT, CONDUCTED IN SOCORRO CONSOLIDATED SCHOOL DISTRICT, NEW MEXICO. FINAL REPORT.           |      | TRAINING AND TECHNOLOGY. 1972 ANNUAL REPORT AND STATISTICAL SUPPLEMENT.                                                                       |      |
| <u>SOUTH CAROLINA STATE COMMITTEE FOR TECHNICAL EDUCATION, COLUMBIA.</u>                                                                 |      | <u>UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.</u>                                                                             |      |
| VT 100 528                                                                                                                               | 432  | VT 100 529                                                                                                                                    | 432  |
| GUIDANCE COUNSELOR'S HANDBOOK ON TECHNICAL EDUCATION IN SOUTH CAROLINA.                                                                  |      | FOUR CORNERS COMMISSION REPORT OF PLANNING PROJECT, BLANDING AREA VOCATIONAL CENTER PLANNING GRANT, PHASE II.                                 |      |
| <u>SOUTHWEST WISCONSIN VOCATIONAL-TECHNICAL SCHOOL, FENIMORE.</u>                                                                        |      | VT 100 538                                                                                                                                    | 435  |
| VT 100 591                                                                                                                               | 451  | MOAB AREA VOCATIONAL CENTER. FINAL REPORT.                                                                                                    |      |
| MANPOWER NEEDS IN SOUTHWEST WISCONSIN. FINAL REPORT.                                                                                     |      | <u>VALENTINE, IVAN E.</u>                                                                                                                     |      |
| <u>SPAZIANI, RICHARD L.</u>                                                                                                              |      | VT 100 521                                                                                                                                    | 430  |
| VT 100 523                                                                                                                               | 430  | TRAINING INSTITUTES FOR CURRICULUM PERSONNEL DEVELOPMENT FOR INTEGRATION OF INNOVATIVE CONCEPTS AND NEW DEVELOPMENTS, VOLUME I: FINAL REPORT. |      |
| COMMON PROFESSIONAL EDUCATION COMPETENCIES NEEDED BY ALASKA'S VOCATIONAL SECONDARY SCHOOL TEACHERS.                                      |      | <u>VIRGINIA STATE ADVISORY COUNCIL ON VOCATIONAL EDUCATION, BLACKSBURG.</u>                                                                   |      |
| <u>STIEBERT, H.</u>                                                                                                                      |      | VT 100 540                                                                                                                                    | 435  |
| VT 100 524                                                                                                                               | 431  | THIRD ANNUAL REPORT OF THE VIRGINIA STATE ADVISORY COUNCIL ON VOCATIONAL EDUCATION IN VIRGINIA, ACADEMIC YEAR 1971-72.                        |      |
| EMPLOYEE USE OF ADVANCE NOTICE OF TERMINATION FOR JOB SEARCH. EMPLOYMENT INFORMATION SERIES NUMBER 2.                                    |      | <u>WELCH, FREDERICK G.</u>                                                                                                                    |      |
| <u>STUTSUD, ODIN</u>                                                                                                                     |      | VT 100 542                                                                                                                                    | 436  |
| VT 100 518                                                                                                                               | 429  | ALTERNATE PLANS IN THE EVENT OF WORK INTERRUPTION.                                                                                            |      |
| DEVELOPMENT OF A STATE-WIDE AUTO MECHANICS CURRICULUM. FINAL REPORT.                                                                     |      | <u>WESTERN KENTUCKY UNIV., BOWLING GREEN.</u>                                                                                                 |      |
| <u>SYSTEM SCIENCES, INC., BETHESDA, MD.</u>                                                                                              |      | VT 100 590                                                                                                                                    | 451  |
| VT 100 600                                                                                                                               | 454  | THE DEVELOPMENT AND TRY-OUT OF A SYSTEM OF EVALUATING PROGRAMS OF VOCATIONAL TEACHER EDUCATION. FINAL REPORT.                                 |      |
| A SYSTEM FOR DERIVING AND COMPARING EMPLOYMENT PROJECTIONS WITH OCCUPATIONAL EDUCATION ENROLLMENTS AND EXPECTED GRADUATES. FINAL REPORT. |      | <u>WILDER, ROBERT A.</u>                                                                                                                      |      |
| <u>TENNESSEE UNIV., KNOXVILLE, DEPT. OF VOCATIONAL/TECHNICAL EDUCATION.</u>                                                              |      | VT 100 563                                                                                                                                    | 442  |
| VT 100 530                                                                                                                               | 432  | A STUDY INTO THE NEED FOR SAFETY TECHNICIANS BY INDUSTRY IN MEMPHIS AND VICINITY.                                                             |      |
| SUPPLY AND DEMAND FOR TEACHERS OF VOCATIONAL AGRICULTURE IN 1972. A STAFF STUDY.                                                         |      |                                                                                                                                               |      |

## AUTHOR INDEX

PAGE

PAGE

BEST COPY AVAILABLE

WISCONSIN STATE BOARD OF  
VOCATIONAL, TECHNICAL AND ADULT  
EDUCATION, SHEBOYGAN, DISTRICT

VT 100 566 443

ARTICULATION OF OCCUPATIONAL  
ORIENTATION, EDUCATION, AND  
PLACEMENT IN PRIVATE AND  
PUBLIC ELEMENTARY, SECONDARY,  
AND POST-SECONDARY SCHOOLS.  
EVALUATION REPORT (SECOND  
YEAR).

WISCONSIN UNIV. - STOUT,  
MENDOTA, CENTER FOR  
VOCATIONAL, TECHNICAL AND ADULT  
EDUCATION,

VT 100 592 451

THE FEASIBILITY OF USING WORK  
EVALUATION AS A TOOL FOR  
ASSESSMENT IN ADULT BASIC  
EDUCATION. FINAL REPORT.

WISSMAN, JANICE

VT 100 573 445

CAREER EDUCATION AND THE  
EMERGING MIDDLE SCHOOL: A  
REVIEW OF THE LITERATURE  
RELATED TO CAREER EDUCATION  
AND THE EMERGING MIDDLE  
SCHOOL WITH RECOMMENDATIONS  
RELATED TO CAREER EDUCATION  
IN THE EMERGING MIDDLE SCHOOL.

WOODIN, RALPH J.

VT 100 530 432

SUPPLY AND DEMAND FOR  
TEACHERS OF VOCATIONAL  
AGRICULTURE IN 1972. A STAFF  
STUDY.

WYOMING COUNTY BOARD OF  
EDUCATION, PINEVILLE, W. VA.

VT 100 515 428

PROVIDING A CLUSTER OF HIGH  
SCHOOL HOME ECONOMICS WAGE  
EARNING COURSES WITH THE AID  
OF A PRACTICE HOUSE. FINAL  
REPORT.

PROJECTS  
IN  
PROGRESS  
SECTION

---

---

|                                  | PAGE |
|----------------------------------|------|
| CURRICULUM DEVELOPMENT . . . . . | 489  |
| RESEARCH . . . . .               | 497  |



---

## CURRICULUM DEVELOPMENT PROJECTS IN PROGRESS

---

|                                              | PAGE |
|----------------------------------------------|------|
| TITLE BY STATE INDEX . . . . .               | 490  |
| ABSTRACTS . . . . .                          | 491  |
| CURRICULUM MANAGEMENT CENTERS DIRECTORY. . . | 496  |

## TITLE BY STATE INDEX

|          |                                                                                                                                                     |          |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Illinois | Preparation of An Annotated Bibliography of Consumer and Homemaking Materials for Use by Teachers in Secondary, Post-Secondary, and Adult Programs. | VTP 1261 |
| Ohio     | Dual Role Consumer and Homemaking Occupation of Homemaker Vocational Home Economics Curriculum Guide for Ohio.                                      | VTP 1263 |
|          | Space and Equipment for Dual Role Consumer and Homemaking Program.                                                                                  | VTP 1262 |
| Oregon   | Career Guidance.                                                                                                                                    | VTP 1267 |
|          | Curriculum Improvement Program.                                                                                                                     | VTP 1269 |
|          | Demonstration Career Education Program Grades 7-12, A.                                                                                              | VTP 1268 |
|          | Drafting Curriculum Development Project 1974.                                                                                                       | VTP 1272 |
|          | Electricity-Electronics Audio-Visual Development Project 1974.                                                                                      | VTP 1274 |
|          | Forest Products Cluster Guidelines Project 1974.                                                                                                    | VTP 1271 |
|          | Forestry Technician Curriculum Development Project 1974.                                                                                            | VTP 1273 |
|          | Horticulture Curriculum Development Project 1974.                                                                                                   | VTP 1275 |
|          | I L S Metals Project 1974.                                                                                                                          | VTP 1277 |
|          | Multi-Media Curriculum Development Project Office Machine Repair.                                                                                   | VTP 1265 |
|          | Ontario Educational Building Trades, Inc.                                                                                                           | VTP 1266 |
|          | Proposal to Assist Oregon City School District #62 to Plan and Implement a S.U.T.O.E. Program in an Existing Curriculum, A.                         | VTP 1270 |
|          | Welding Curriculum Development Project 1974.                                                                                                        | VTP 1276 |
| Texas    | CVAE Clothing Services.                                                                                                                             | VTP 1264 |

**VTP 1261**

**Title:** Preparation of An Annotated Bibliography of Consumer and Homemaking Materials for Use by Teachers in Secondary, Post-Secondary, and Adult Programs.

**Developer:** Hazel Taylor Spitze

**Institution:** University of Illinois, Urbana-Champaign Campus

**Sponsor:** Board of Vocational Education and Rehabilitation, Division of

Vocational and Technical Education

**Duration:** From July 31, 1973 To June 30, 1974

**Description of Project:** (1) To develop an annotated bibliography of consumer and homemaking materials for use by teachers in secondary, post-secondary, and adult programs, and (2) to evaluate and recommend a list on consumer and homemaking materials for the Illinois Curriculum Management Center. Teachers in secondary, post-secondary, and adult programs can be more effective as this bibliography helps acquaint them with materials suitable for their students and their curricula. It will save teachers' time and enable administrators to make decisions about materials to purchase on the basis of increased knowledge.

**VTP 1262**

**Title:** Space and Equipment for Dual Role Consumer and Homemaking Program.

**Developer:** Committee - Chairperson - Janet Lester, formerly OSU affiliated - Margaret Driver & Barbara Reed, Supervisors Department of Education - Vocational Home Economics

**Institution:** Department of Education - Vocational Home Economics Section

**Sponsor:** Ohio Vocational Home Economics Section, State Department of Education

**Duration:** From Fall 1973 To Fall 1974

**Description of Project:** A committee of teachers who have been in schools where new departments have been built have met on Saturdays to coordinate work. All states have been contacted for their current space and equipment bulletins. An architect has been consulted. Schools

have been visited. Personnel in Councils and State Departments working with school facilities have been consulted. The format will be developed to provide help to administrators, teachers, and architects. The philosophy of the dual role consumer and homemaking program will be reflected in the materials presented.

**VTP 1263**

**Title:** Dual Role Consumer and Homemaking Occupation of Homemaker Vocational Home Economics Curriculum Guide for Ohio.

**Developer:** Barbara Reed and Margaret Driver - Supervisors Vocational Home Economics State Department of Education

**Institution:** State Department of Education, Vocational Division, Home Economics Section

**Sponsor:** Vocational Home Economics Part F funds provided in 1968 Amendments of the 1963 Vocational Act

**Duration:** From June 1972 To Fall 1974

**Description of Project:** Emphasis will center on curriculum guidelines to help young people function as homemakers simultaneously with roles outside the house. Materials are being developed on the competency based education concepts. Sections of the Guide will include K-6 Dual Role concepts. Entry level (grades 7-8) - Levels I and II - which are the basic program (grades 9-10), Levels III (grades 11-12) - which are 18 weeks classes each in one of the six special home economic content areas. Non-sequential classes including all six areas; male role class, full year family living classes are all designed for grades 11-12 without prerequisites. The guidelines are designed with measurable, quantified objectives, with overall competencies, pre and posttests, learning strategies, suggested resource materials, with special sections for FHA, IEE (individualized extended experiences) and Quest (Depth activities) materials may be developed by the teachers to use for individualized instruction or as group activities. Selected teachers have worked two summers under teacher education direction to develop the guidelines. Materials with 9-10 grades



were field tested during the school year between the two summers.

VTP 1264

Title: CVAE Clothing Services.

Developer: Linda R. Glosson

Institution: Instructional Materials Center, P. O. Box 4067, Lubbock, Texas 79409

Sponsor: Instructional Materials Center, P. O. Box 4067, Lubbock, Texas 79409

Duration: From To Spring, 1974

Description of Project: This curriculum development project is designed to produce materials for teaching laboratory training programs using commercial equipment to teach students with a low reading level.

VTP 1265

Title: Multi Media Curriculum

Development Project Office Machine Repair

Developer: Robert Brookover

Institution: Central Oregon Community College

Sponsor: No data

Duration: From June 17, 1974 To July 26, 1974

Description of Project: We hope to develop a total of 20 modules (self contained units) as teaching aids in the junior college technical programs. The project work will include the taking of 35mm slides, and taping of cassette tapes to explain to the learner how individual mechanisms work, are disassembled, replaced and checked. The use of the modules will be to supplement the regular classroom lectures and in some cases replace them. They will be field tested during the following school year at the various institutions. Written student lab guides will also be provided to the learners as a part of the material developed. The intended audiences are Office Machine Repair students at COCC, Mt. Hood CC, and Oregon Correctional Institute.

VTP 1266

Title: Ontario Educational Building Trades, Inc.

Developer: Vernon Vahsholtz, Vocational Supervisor

Institution: Ontario High School, Ontario, Oregon

Sponsor: No data

Duration: From August, 1974 To

Description of Project: To provide students of the Building Trades class an opportunity to learn through practical application the entry level skills required for carpenter's helpers, the Ontario High School's Building Trades class is completing the second year of constructing a home, which has an asking price of \$36,500. This 1,800 square foot home was built by twenty-seven students who were juniors and seniors. Many other high school students were involved with the project in interdisciplinary activities. Vocational Agriculture students worked on the landscaping and landscape design of the house. Home Economics students were involved with the color scheme as well as carpet and counter top selection, finishing, and painting. The Clerical Lab students kept records, including writing the checks. The members of the Ontario Educational Building Trades, Inc. serve as the advisory committee. This non-profit corporation borrows the money for construction, while the profits go into the program for equipment.

VTP 1267

Title: Career Guidance.

Developer: Tom Chapman, Principal

Institution: McMinnville High School, McMinnville, Oregon

Sponsor: No data

Duration: From September 1974 To

Description of Project: A career education and preparatory program for 750 students in grades 10-12. The clusters are agriculture, accounting, clerical, industrial mechanics, marketing, metals, steno-secretarial. The interdisciplinary programs are fine

arts, humanities, general studies, math-science technology, and practical arts. The program is designed to help students to be better prepared for post high school needs.

VTP 1268

Title: A Demonstration Career Education Program Grades 7-12.

Developer: Bob Eldon

Institution: South Area of Salem School District

Sponsor: No data

Duration: From May 1974 To July 1975

Description of Project: Grade level -- 7-12 grades. Six component parts of Career Education - (1) To refine the cluster curriculum, (2) To develop Career Exploration grades 7-10 with an emphasis on the 10th grade level, (3) Career Guidance component, (4) Interdisciplinary component, (5) Disadvantaged Student Component, (6) Consumer Education/Home Economics Component.

VTP 1269

Title: Curriculum Improvement Program.

Developer: Lowell L. Hall

Institution: Baker School Dist. #5J

Sponsor: No data

Duration: From May, 1974 To September, 1974

Description of Project: Development of a Planned Course Statement or Curriculum Guide for the following: (1) An integrated Career Education-Social Studies program for each level, grades 1-12, (2) An integrated Career Education-Language Arts (Communications Skills) program for grades 7-9. (There will also be some minor revisions in this program for grades 1-6, (3) A career cluster oriented program in Industrial Arts for grades 7-9, and (4) Some revision in High School Language Arts program to strengthen communications skills.

VTP 1270

Title: A Proposal to Assist Oregon City School District #62 to Plan and Implement a S.U.T.O.E. Program in an Existing Curriculum.

Developer: Dale Davis, Director of Career Education, Oregon City Public Schools

Institution: Gardiner Jr. High School, Oregon City, Oregon, Don Barta Principal

Sponsor: No data

Duration: From September 1972 To June 1974

Description of Project: In this project, curriculum within the school has been modified so that each discipline is integrating some of the objectives of S.U.T.O.E. so that 100% of the students in Gardiner Junior High School will have been involved in S.U.T.O.E. activities throughout grades 7, 8, & 9. The two year project was completed in June 1974 and final dissemination reports are on file with Tom Williams, State Department of Education.

VTP 1271

Title: Forest Products Cluster Guidelines Project 1974.

Developer: Howard Brock

Institution: Oregon State University, Corvallis, Oregon

Sponsor: No data

Duration: From July 1, 1974 To July 30, 1974

Description of Project: To develop curriculum guidelines in basic skill areas of forest products for use in establishing new cluster programs at the secondary level. The project will: (1) Determine a useable and effective format for the materials, (2) Develop guidelines in selected basic skill areas in forest products, (3) Write performance objectives and suggested teaching activities in the basic skill areas, and (4) Produce a recommended list of instructional media.



## VTP 1272

Title: Drafting Curriculum Development Project 1974.

Developer: Lee Turpin

Institution: Clackamas Community College, Oregon City, Oregon

Sponsor: No data

Duration: From June 24, 1974 To July 19, 1974

Description of Project: To correct, revise, and expand on the existing body of packages and audio visual materials in drafting for secondary and community college drafting students. The project will: (1) Add 12 learning packages to the Drafting I section, (2) Correct seven problem sheets and revise six learning packages in the Descriptive Geometry section, (3) Add 50 one or two-page modules in Electricity Drafting, and (4) Add basic modules in Essentials of Design as time allows.

## VTP 1273

Title: Forestry Technician Curriculum Development Project 1974.

Developer: Bill Lemoine

Institution: Oregon State University, Corvallis, Oregon

Sponsor: No data

Duration: From July 1, 1974 To August 9, 1974

Description of Project: To develop individualized instruction and inservice teacher education in forestry technology at the community college level, the project will: (a) Examine forestry technology curricula in other states, particularly Canada, (b) Train instructors from all participating institutions in the theory, principles, and methodology of individualized instruction, (c) Write learning packages designed for individual student use, (d) Develop audio-visual back-up materials for the learning packages which are written as a part of this project, (e) Field test all of the learning packages and back-up materials, and (f) Disseminate the materials produced by the consortium to the participating institutions. Five areas of forestry have been selected to receive

the first thrust of the program: Timber Cruising and Log Scaling, Elementary Surveying, Silviculture, Aerial Photogrammetry, and Forest Road Surveying and Design.

## VTP 1274

Title: Electricity-Electronics Audio-Visual Development Project 1974.

Developer: Dan Leithoff

Institution: Clackamas Community College, Oregon City, Oregon

Sponsor: No data

Duration: From June 24, 1974 To August 2, 1974

Description of Project: To develop audio-visual materials particularly suited to the electricity-electronics individualized instructional materials for secondary and community college electricity/electronics students. The project will (1) Review existing materials for possible use, (2) Develop audio-visual materials for selected areas of the ICE learning package system, (3) Reproduce sufficient quantities of the developed materials for field test purposes, and (4) Disseminate audio-visual materials to selected field test centers. Seven complete sets of the materials will be reproduced for use at selected field test centers. The coordinator and the S.D.E. curriculum specialist will design evaluation instruments and procedures which will determine the degree of usage and the effectiveness of the materials with the students. These evaluations will also indicate necessary modifications or corrections.

## VTP 1275

Title: Horticulture Curriculum Development Project 1974.

Developer: Jim Wagner

Institution: Mt. Hood Community College, Gresham, Oregon

Sponsor: No data

Duration: From June 17, 1974 To July 12, 1974

Description of Project: To develop and test course outlines in specific areas of



Horticulture at the secondary and community college level. The project will: (1) Coordinate with the development of performance based course content guides already in progress at Portland Community College, and (2) Develop additional performance based course content guides in the following areas: (a) Weed Identification and Control, (b) Insects, Diseases, and Their Control, (c) Basic Mechanics I, (d) Basic Mechanics II, and (e) Nursery Management.

screening committee will review all materials before they are turned over to Continuing Education Publications.

VTP 1276

Title: Welding Curriculum Development Project 1974.

Developer: Don Isaacson

Institution: Clackamas Community College, Oregon City, Oregon

Sponsor: No data

Duration: From June 17, 1974 To July 26, 1974

Description of Project: To produce individualized welding instructional materials for use in secondary and community college programs. New materials are to be developed and relevant existing materials revised so that a cohesive and consistent set of materials are available to the students as they progress through the program.

VTP 1277

Title: I L S Metals Project 1974.

Developer: Tom Dennison

Institution: Hood River Valley High School, Hood River, Oregon

Sponsor: No data

Duration: From June 15, 1974 To July 30, 1974

Description of Project: To edit and correct the Individual Learning System metals packages now in use by secondary and community college metals students and to add approximately ten packages in the measurement section. The project will correct graphics and type the revised material so that it can be added to those already published by Continuing Education Publications at Corvallis. A

## CURRICULUM MANAGEMENT CENTERS DIRECTORY

|                                             |                                                        |
|---------------------------------------------|--------------------------------------------------------|
| ARIZONA                                     | Dr. Patrick J. Weagraff, Director                      |
| CALIFORNIA                                  | Curriculum Management Center                           |
| HAWAII                                      | Vocational Education Section                           |
| NEVADA                                      | Department of Education                                |
| UTAH                                        | 721 Capitol Mall                                       |
| AMERICAN SAMOA                              | Sacramento, California 95814                           |
| GUAM                                        |                                                        |
| TRUST TERRITORIES OF<br>THE PACIFIC ISLANDS |                                                        |
| ILLINOIS                                    | Mr. William E. Reynolds, Director                      |
| INDIANA                                     | Curriculum Management Center                           |
| IOWA                                        | Professional and Curriculum Development Unit           |
| MICHIGAN                                    | Division of Vocational-Technical Education             |
| MINNESOTA                                   | 1035 Outer Park Drive                                  |
| WISCONSIN                                   | Springfield, Illinois 62706                            |
| DISTRICT OF COLUMBIA                        | Dr. Herbert Bruce, Director                            |
| KENTUCKY                                    | Curriculum Management Center                           |
| OHIO                                        | Vocational Education                                   |
| TENNESSEE                                   | University of Kentucky                                 |
| VIRGINIA                                    | 152 Taylor Education Building                          |
| WEST VIRGINIA                               | Lexington, Kentucky 40506                              |
| ALABAMA                                     | Dr. James E. Wall, Director                            |
| FLORIDA                                     | Curriculum Management Center                           |
| GEORGIA                                     | Mississippi State University                           |
| LOUISIANA                                   | Research and Curriculum Unit                           |
| MISSISSIPPI                                 | Drawer JW                                              |
| NORTH CAROLINA                              | Mississippi State, Mississippi 39762                   |
| SOUTH CAROLINA                              |                                                        |
| CONNECTICUT                                 | Dr. Joseph Kelly, Director                             |
| DELAWARE                                    | Curriculum Management Center                           |
| MAINE                                       | Bureau of Occupational Research                        |
| MARYLAND                                    | Division of Vocational Education                       |
| MASSACHUSETTS                               | 225 West State Street                                  |
| NEW HAMPSHIRE                               | Trenton, New Jersey 08625                              |
| NEW JERSEY                                  |                                                        |
| NEW YORK                                    |                                                        |
| PENNSYLVANIA                                |                                                        |
| PUERTO RICO                                 |                                                        |
| RHODE ISLAND                                |                                                        |
| VERMONT                                     |                                                        |
| ARKANSAS                                    | Mr. Ron Meek, Director                                 |
| COLORADO                                    | Curriculum Management Center                           |
| KANSAS                                      | State Department of Vocational and Technical Education |
| MISSOURI                                    | 1515 West 6th Avenue                                   |
| NEBRASKA                                    | Stillwater Oklahoma                                    |
| NEW MEXICO                                  |                                                        |
| NORTH DAKOTA                                |                                                        |
| OKLAHOMA                                    |                                                        |
| SOUTH DAKOTA                                |                                                        |
| TEXAS                                       |                                                        |
| ALASKA                                      | Mr. James L. Blue, Director                            |
| IDAHO                                       | Curriculum Management Center                           |
| MONTANA                                     | Washington State Coordinating Council for Occupational |
| OREGON                                      | Education                                              |
| WASHINGTON                                  | 216 Old Capitol Building                               |
| WYOMING                                     | Olympia, Washington 98504                              |

---

## RESEARCH PROJECTS IN PROGRESS

---

|                                                                    | PAGE |
|--------------------------------------------------------------------|------|
| TITLE BY STATE INDEX . . . . .                                     | 498  |
| ABSTRACTS . . . . .                                                | 502  |
| STATE VOCATIONAL EDUCATION RESEARCH OFFICES<br>DIRECTORY . . . . . | 528  |



## TITLE BY STATE INDEX

|             |                                                                                                                                      |          |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------|----------|
| Arizona     | Development and Use of Challenge Exams for Clinical Laboratory in Nursing II.                                                        | VTP 1294 |
|             | Educational Needs Assessment of Adults in the Globe-Miami Area.                                                                      | VTP 1292 |
|             | Follow-Up Survey of Graduates of Sunnyside High School to Determine Vocational Placement, A.                                         | VTP 1293 |
|             | Profile of School Dropouts in the Mesa Public Schools.                                                                               | VTP 1279 |
| Connecticut | Client-Need Analysis to Determine the Need for Vocational Services for Handicapped School-Age Persons in the Greater New Haven Area. | VTP 1289 |
| Idaho       | Exploration in the Junior High School.                                                                                               | VTP 1318 |
| Illinois    | Analysis of Current Manpower Labor Market Information for Illinois Phase II.                                                         | VTP 1331 |
|             | Assessment of the Status of Career Education Supported by the DVTE in Illinois.                                                      | VTP 1278 |
|             | Cost Differential Analysis in Regular Secondary Schools and Area Vocational Centers - Phase II.                                      | VTP 1334 |
|             | Detail Design and Implementation of the DVTE Management Information System.                                                          | VTP 1333 |
|             | Development of a Systematic Approach to Followup Evaluation--Phase II.                                                               | VTP 1330 |
|             | Survey of Governmental Agencies to Determine Job Opportunities and Related Training Possibilities (RFP Code C-4321).                 | VTP 1332 |
| Kentucky    | Development of Competency Based Examinations for Practical Nursing Program Challenge.                                                | VTP 1295 |
| Minnesota   | International Vocational Studies in Advanced Culinary Arts.                                                                          | VTP 1284 |
| Missouri    | Analysis of Mathematical Skills in Mechanical Engineering Technology (MET) at Florissant Valley Community College.                   | VTP 1300 |
|             | Cable T.V., A Media Approach to Communicating Job Development and Placement Services to Employers and to the Community.              | VTP 1296 |

|                                                                                                                                                                  |          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Career Awareness Model Incorporating Constructional Activities in Grades K Through Six, A.                                                                       | VTP 1316 |
| Career Planning Function of Selected Practical Arts Programs in Southwest Missouri, The.                                                                         | VTP 1317 |
| Career Planning Profile Study.                                                                                                                                   | VTP 1302 |
| Career Training and Placement for Handicapped Students.                                                                                                          | VTP 1327 |
| Comparative Cost-Benefit Study of Secondary One Year and Two Year Distributive Education Programs in Missouri, A.                                                | VTP 1299 |
| Development of an Individualized Instruction Module: Use of the Metric System: Weight, Linear, and Volume.                                                       | VTP 1325 |
| Investigation of Needs of the City of St. Louis for Paraprofessionals in Home Economics.                                                                         | VTP 1297 |
| Missouri Vital Information for Education and Work-Missouri Occupational Training Information System (MOview-MOTIS).                                              | VTP 1329 |
| Parent and Teacher Attitudes Toward Career Education.                                                                                                            | VTP 1298 |
| Parkway's Business Speakers Resource Bureau.                                                                                                                     | VTP 1301 |
| Phelps County Vocational Development Clinic.                                                                                                                     | VTP 1326 |
| Pilot Program to Develop a State Model of Leadership Development for State and District Officers and Advisors of Vocational Youth Organizations in Missouri, A.  | VTP 1328 |
| Program to Obtain Industrial Input in Program Development, A.                                                                                                    | VTP 1324 |
| Radio Programs and Informational Audio Materials on Career Education Opportunities in Phelps County.                                                             | VTP 1323 |
| Career Exploration Through Technology.                                                                                                                           | VTP 1315 |
| Competency Based Program for Preparing Vocational Education Teachers, A.                                                                                         | VTP 1311 |
| Coordination of Field Services for Students Having Completed a Vocational Training Program at the Youth Development Center and Returned to Their Home Community. | VTP 1314 |
| Home Economics Related Occupations Promotion in Nebraska.                                                                                                        | VTP 1310 |
| Lincoln Career Education Project.                                                                                                                                | VTP 1313 |

**Nebraska**

|              |                                                                                                                                                                                                                                                      |          |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
|              | State-Wide Computerized Model for Determining Occupational Opportunities in Nebraska.                                                                                                                                                                | VTP 1309 |
|              | Vocational Approach to Written Communications, A.                                                                                                                                                                                                    | VTP 1312 |
| Ohio         | Assessment of the Impact of the Wisconsin Research Coordinating Unit.                                                                                                                                                                                | VTP 1286 |
| Oklahoma     | Developing Guidelines for the Establishment of a Health Careers Organization for the Health Occupations Program.                                                                                                                                     | VTP 1283 |
|              | Exemplary Comprehensive Occupational Orientation and Decision-Making Program, An.                                                                                                                                                                    | VTP 1282 |
|              | Exemplary Project to Encourage Teacher Innovation Through Mini-Grants, An.                                                                                                                                                                           | VTP 1287 |
| Pennsylvania | Comparative Analysis of Distributive Education Programs in Public High Schools and Area Vocational-Technical Schools in the Commonwealth of Pennsylvania -- 1973-1974, A.                                                                            | VTP 1305 |
|              | Comparison of Academic Achievement in Full-Time and Part-Time Area Vocational-Technical High Schools, A.                                                                                                                                             | VTP 1321 |
|              | Development of Individualized Instructional Packages in Machine Tool (Engine Rebuilding).                                                                                                                                                            | VTP 1322 |
|              | Development of Individualized Instructional Packages in Materials Handling.                                                                                                                                                                          | VTP 1303 |
|              | Investigation of the Status of Selected Students of the 1969-1973 Graduating Classes of Riverside High School, Taylor, Pennsylvania, An.                                                                                                             | VTP 1304 |
|              | Proposal Preparatory to Nursing and Auxiliary Nursing Articulation Program Study.                                                                                                                                                                    | VTP 1307 |
|              | Utilization of a Third Party Evaluator to Evaluate and Coordinate Four Career Education Projects at McKeesport, Pennsylvania; Ebensburg, Pennsylvania; Crawford County (Meadville), Pennsylvania; and Philadelphia, Pennsylvania (Second Year), The. | VTP 1308 |
|              | VEMIS Backup Facility and Transfer of Functions: Phase I, Pilot Implementation.                                                                                                                                                                      | VTP 1306 |
| Rhode Island | Vocational Education Core Group Consultant Services.                                                                                                                                                                                                 | VTP 1291 |
|              | Vocational Education Management Information System.                                                                                                                                                                                                  | VTP 1290 |
| Texas        | College Curriculum for Correctional Instructional Personnel.                                                                                                                                                                                         | VTP 1335 |
|              | Development of Instructional Module, "Health Care Organizations, Facilities and Personnel".                                                                                                                                                          | VTP 1336 |



|           |                                                                                                               |          |
|-----------|---------------------------------------------------------------------------------------------------------------|----------|
| Virginia  | Delmarva Career Education Program.                                                                            | VTP 1280 |
|           | Developing Performance Objectives and Criterion-Referenced Measures in Vocational Education.                  | VTP 1288 |
|           | Development of a Plan for the Design of a Curriculum for Introduction to Vocations for the State of Virginia. | VTP 1281 |
| Wisconsin | Employability Skills - A State Wide Job Placement Education Program.                                          | VTP 1285 |
|           | Implementation of Terminal Applications for Computer Assisted Instruction (CAI).                              | VTP 1320 |
|           | Preliminary Implementation of Office Simulation Lab.                                                          | VTP 1319 |
|           | Self-Instructional Slide/Tape Series for ERIC and NTIS Users.                                                 | VTP 1337 |

## VTP 1278

Title: Assessment of the Status of Career Education Supported by the DVTE in Illinois.

Investigator: Fred Carvell

Institution: Tadlock Associates, Inc.

Sponsor: Board of Vocational Education and Rehabilitation, Springfield, Illinois

Duration: November, 1973 To September, 1974

Objectives: (1) To identify DVTE activities supporting career education since 1970, (2) To review all career education programs in LEAs that received DVTE support, (3) To conduct on-site evaluation visits at a 10% sample of LEAs (at least 20), (5) To survey the level of understanding of career education among educators and lay groups, (6) To identify state plans affecting future direction of career education in the state, (7) To provide a third-party assessment of career education in Illinois, and (8) To identify exemplary career education programs and develop an action plan for the DVTE.

Methodology: (1) To establish liaison with the DVTE, (2) To conduct on-site visits to a 10% sample (mutually selected by TAI and DVTE) of the LEAs receiving support since 1970, (3) To conduct a mailed questionnaire survey of LEAs not directly visited, (4) To survey appropriate state agencies to identify plans affecting career education in the state, (5) To administer student survey forms during on-site visits to sample LEAs, (6) To use a review panel to assess all data collected during the study, and (7) To develop a plan of action for the DVTE on career education. Federal funds total \$33,160.00.

## VTP 1279

Title: Profile of School Dropouts in the Mesa Public Schools.

Investigator: James S. DeGracie

Institution: Mesa High School District #207

Sponsor: Arizona Dept. of Education, Phoenix, Arizona

Duration: March 15, 1974 To June 30, 1974

Objectives: (1) To develop a profile of the Mesa school dropout that includes variables such as age, sex, ethnic background, academic standing, and I.Q., (2) To establish procedures for collecting profile information to obtain baseline data on the Mesa school dropout, (3) To determine if necessary components in our current Career Education/Vocational Education programs are directed toward the Mesa school dropout, and (4) To insure quality control, increase reliability, validity and timeliness of the overall accomplishment of objectives 1-3.

Methodology: The sample to be used in this analysis will be all designated dropouts from the 1972-1973 school year. The list is a compilation of those students, who left school prior to graduation requirements, and the study will verify the accuracy of that list. The analysis technique will be simple tabulations. The other analysis effort will be the determination of which of the background variables are the most closely related to dropouts. Multiple linear regression will be used in this analysis effort. Multiple linear regression is statistical technique that can be used to untangle a number of interrelated variables. This technique assumes that the criterion variable is linearly related to two or more dependent variables and regression equation is developed from sample data, which relates the criterion variable to the set of dependent variables. Such a regression equation estimates the weighting of importance of the unique contribution of each of the independent variables in predicting the dependent variable. A sample of the total eligible dropout population (an eligible dropout is a student who is over 16 years of age or completed the eighth grade) from the 1972-73 school year will be used in this analysis. Federal funds total \$4,342.00.

## VTP 1280

Title: Delmarva Career Education Program.

Investigator: Berkley E. Ashby

Institution: Northhampton County School Division

Sponsor: State Board of Education,  
Richmond, Virginia  
Duration: July 1, 1974 To June 30, 1977

Objectives: (1) To develop pertinent career materials relevant to the Delmarva Economic Region, (2) To establish and implement a procedure for evaluating career materials in terms of suitability for students in the Delmarva Economic Region, (3) To disseminate those career materials pertinent to local school district in the Delmarva Economic Region, (4) To provide to local school districts assistance in conducting classroom programs which will attempt to prepare the student for seeking employment, (5) To assist school personnel in developing planned approaches for the dissemination of labor market information, (6) To assist local school districts by developing a list of resource speakers and curriculum materials, (7) To provide Vocational Education and Guidance Personnel with usable information about present and projected Manpower needs on Delmarva, and (8) To provide assistance to local school districts in utilizing community and business resources as a part of Career Education Programs.

Methodology: (1) By a planned and coordinated job placement program for seniors, a greater number of students should be employed as a result of this program and this effort should provide a more cohesive working relationship between the Delmarva Economic Region and local school districts, (2) By the dissemination of career materials students will have the opportunity to be made more aware of career areas. This additional career information will help students in making more informed choices, (3) By a gained knowledge of career opportunities in the Delmarva Economic Region, and a development of skills basic to employment, the student will be better equipped to locate and secure employment which correlates with his aptitudes, interests, and abilities, and (4) Through a planned and coordinated career planning program students will be better able to assess their personal abilities, interests and skills in terms of Delmarva Region job availability. Federal funds total \$5,098.00.

VTP 1281

Title: Development of a Plan for the Design of a Curriculum for Introduction to Vocations for the State of Virginia.

Investigator: David E. Sawyer  
Institution: Virginia Polytechnic Institute and State University  
Sponsor: State Board of Education, Richmond, Virginia  
Duration: February 1, 1974 To May 30, 1974

Objectives: (1) To develop and present a formal plan of action for the Design, Field Testing and Implementation of a Curriculum for Vocational Orientation, (2) To review, study, critique and otherwise evaluate and appraise the relative worth of earlier and on-going projects with similar purpose, (3) To report to and seek cooperation from and among state Vocational Education State staff members, and (4) To involve pertinent university faculty and staff throughout the developmental activities.  
Methodology: Identification of prior and on-going efforts and projects, Contact with major on-going projects soliciting materials and data, Contact with prior projects soliciting materials and data, Review and critique of project materials and data, Findings and recommendations report to state staff, Consultation with national and state leaders in similar endeavors, Visitation to on-going project sites for in-depth scrutinizing and personal observation and reporting, Findings and recommendations report to state staff, Consult with university personnel with relative experience and expertise, and Develop in cooperation with designated state personnel a formal plan for the design, field testing, and implementation of a curriculum. Federal funds total \$10,150.00.

VTP 1282

Title: An Exemplary Comprehensive Occupational Orientation and Decision-Making Program.

Investigator: Herman Grizzle  
Institution: Tulsa County Area Vocational-Technical School District 18  
Sponsor: Executive Dept., Oklahoma City, Oklahoma



Duration: July 1, 1974 To June 30, 1974

Objectives: (1) To present inservice training on career education to administrators, counselors, and teachers from 75% of the local school districts in Tulsa County during the first year, (2) To develop a career education resource center which will serve all ninth and tenth grade teachers in the county, (3) To facilitate the surveying of the local community for appropriate speakers and field trip or other instructional resources by 75% of the local school districts in Tulsa County during the first year, (4) To facilitate the selection and acquisition of career instructional materials to be used in the classrooms for each subject area in the ninth and tenth grades, (5) To meet with faculty in each participating school on a regular basis to assist in the infusion of career education materials into the curriculum, and (6) To obtain resource persons as required by each local school district as they develop plans for implementation of the program.

Methodology: Orient the community of each local school district to the exemplary comprehensive occupational orientation, exploration, and decision-making program. The success of career education involves the support of educators, parents, business, labor, and industry. The publics need to know what their various roles are, what career education should do for students, and something of the activities involved in implementing career education. All methods of communication should be used to orient the community. Inservice training is the best way to orient school personnel to the concept and how to infuse career education activities into the school curriculum. Arrangements have been made for two one-week workshops to be held at the Tulsa County Vocational-Technical Area School the second and third weeks of July, 1974. Each workshop will have 25 participants selected from faculty of the local schools of Tulsa County. The School of Occupational and Adult Education, Oklahoma State University, will cooperate in the workshops by offering one or two credit hours in the course, Career Orientation and Guidance. The instructor for the course will be Dr. Lloyd Wiggins, Associate Professor and Director of EPDA

Programs at Oklahoma State University. A career education resource center will be established at the office of the Tulsa County Superintendent of Schools where the director of the project will office. The project director will give leadership to the acquisition of instructional materials and keep all Tulsa County Schools informed of availability of instructional materials. He will search, select, and acquire occupational instructional materials to be used in the classroom and will make available to local school materials that are developed in the local, state, and national exemplary programs. The project director will meet with the faculty of each participating school on a regular basis to assist in infusing career education activities, impart information about occupations related to the subjects being studied, provide additional interest resources for the students, and encourage them to develop career educational and occupational plans. The project director will be available to assist each local school in compiling a list of available speakers and field trips to business and industry in the community in cooperation with the local Chamber of Commerce and other civic or service organizations. The goals and objectives for each school's participation in the project should be developed by the local school, and the project director should develop an evaluation system based on those objectives. Federal funds total \$27,921.00.

VTP 1283

Title: Developing Guidelines for the Establishment of a Health Careers Organization for the Health Occupations Program.

Investigator: Patricia Jamison

Institution: Health Occupations Education Division

Sponsor: State Dept. of Vocational-Technical Education, Oklahoma City, Oklahoma

Duration: March 1, 1974 To June 30, 1974

Objectives: (1) To bring students interested in careers in health together in order to share common interests, (2)

To explore opportunities and to develop an understanding of educational requirements which contribute to occupational competence in health careers, (3) To provide information for local chapters, (4) To provide recognition through an association of local chapters, (5) To develop leadership abilities through participation in education, career, civic and other appropriate activities, (6) To assist students in the establishment of realistic personal career goals, (7) To encourage community activities, (8) To promote high standards in ethics, skills, and scholarship, (9) To develop ability of students to plan together, organize and carry out worthy activities and projects, (10) To promote development of health careers chapters, and (11) To promote cooperation between all health careers chapters.

Methodology: Several health occupations teachers in Oklahoma have organized activities and projects within their own individual programs. These teachers, including others will be brought together for two (2) days at a location removed from daily routing operational activities thereby enabling full attention to planning sessions they will be working with consultants experienced in the organization of Health Careers Chapters, and will be charged with the following responsibilities: (1) Set up guidelines, (2) Develop ideas for by-laws, (3) Develop ideas for programs, and (4) Developing tentative agenda for follow-up meeting in which organizational machinery such as election of officers would be set in motion. Federal funds total \$1,050.00.

VTP 1284

Title: International Vocational Studies in Advanced Culinary Arts.

Investigator: Eugene P. Jereczek

Institution: Suburban Hennepin County Area Vocational Technical Center

Sponsor: Minnesota Division of Vocational Education, Minneapolis, Minnesota

Duration: January 1, 1974 To December 31, 1974

Objectives: To provide a minimum of twenty (20) students who have completed one year of vocational training in

Cook/Chef, Restaurant & Hotel Cookery, Food Service Management, Commercial Cooking, and Food Product Merchandising Programs an opportunity to acquire an international training experience. To recruit, appoint and utilize an industrial advisory committee representing the Culinary Arts industry. To provide ("seed") the Culinary Arts profession, particularly Minnesota, with individuals who have had first-hand foreign training in culinary techniques, product information, and food preparation, expecting they will share this information with fellow workers, and To evaluate the effectiveness of the program (including the recommendations of the advisory committee) and make a final report to the Suburban Hennepin County Area Vocational-Technical Centers and the Minnesota State Department of Education - Vocational Division.

Methodology: A District #287 staff member will be assigned as director for this program for the duration of this project. This person will have primary responsibility for the detailed conduct of the project utilizing other staff members or individuals who have expertise relating to specific program objectives. The director will have four (4) major responsibilities: (1) to act as program contact for student applicants and as a general information source; (2) to design the appropriate procedures for the collection of data regarding applicants for the studies pertaining to operation of the project and for the program evaluation; (3) to act as liaison between Suburban Hennepin County Area Vocational-Technical Centers and Program Advisory Committee; and (4) to conduct and submit a final evaluation of the project. Federal funds total \$5,590.00.

VTP 1285

Title: Employability Skills - A State Wide Job Placement Education Program.

Investigator: Roger Lambert

Institution: University of Wisconsin

Sponsor: Wisconsin Board of Vocational, Technical and Adult Education, Madison Wisconsin

Duration: January 1, 1974 To June 30, 1974



**Objectives:** (1) To develop a series of approximately thirteen 1-4 hour modules which incorporate the concepts of individualized instruction and can be used independently or in total for "Employability Skills" training, (2) To test, evaluate and restructure the modules as needed to meet the needs of the districts, and (3) To design the modules so that local persons can easily insert or delete materials or modify examples by replacing slides, forms, etc. with those of local interest.

**Methodology:** The project is expected to take 1-1/2 years to fully complete and evaluate the activities identified above. Initial funding is requested for six months, January 1, 1974-June 30, 1974. During this time, one professional staff person will be assigned full time to the project to begin identifying, collecting and evaluating available materials. In addition, this individual will outline the scope of the total desired program and establish a format for the program. If acceptable components are identified, they will be put into use in the districts by the end of the first five months. This would allow spring graduates to be involved in a trial run of the available units. The first six months of the project would encompass activities A-D as specified in the proposal, while the remainder of the activities would be carried out over the next 12 months. These activities would be carried out by the project staff and/or other appropriate individuals from the district or state office. The activities identified for the second period include development of materials for units, testing newly formed units, developing units into a package, reproducing units, conducting a workshop on how to use the program, disseminating information and evaluating the final outcomes of the project. These activities will be more time consuming than the initial activities since they require actual development and a period of time for testing and revision. Federal funds total \$13,636.00.

VTP 1286

**Title:** Assessment of the Impact of the Wisconsin Research Coordinating Unit.

**Investigator:** Norval L. McCaslin  
**Institution:** The Ohio State University, Columbus  
**Sponsor:** Wisconsin Board of Vocational, Technical and Adult Education, Madison, Wisconsin  
**Duration:** September 1, 1973 To June 30, 1974

**Objectives:** (1) To assess the impact of research, development and exemplary activities within the state of Wisconsin, (2) To determine the degree to which the Research Coordinating Unit of the Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) is assisting participating educational institutions and agencies to prepare for and implement change through the activities it supports, (3) To identify and analyze the pattern of change taking place in occupational education as a result of research, development, and exemplary activities supported by the WBVTAE and the Department of Public Instruction (DPI), (4) To identify the relationship between local support, program change, and policy direction resulting from the research and development (R and D) activities supported by the RCU, and (5) To assess the approval process for research, development and exemplary activities used by the Research and Exemplary Project Review Committee.  
**Methodology:** There are four phases to be completed in conducting this study. Phase I includes activities designed to: (a) identify and appropriate research, development, and exemplary projects, and (b) determine the operational mode of the Wisconsin RCU. Phase II includes the instrumentation phase of the project. In addition, data collection procedures and data analysis plans will be completed. Phase III deals with the activities necessary to collect the data. Finally, Phase IV is directed toward the data analysis and the preparation of the appropriate report(s). Federal funds total \$9,825.00.

VTP 1287

**Title:** An Exemplary Project to Encourage Teacher Innovation Through Mini-Grants.

**Investigator:** William D. Frazier  
**Institution:** RCU - State Department of Education, Oklahoma



Sponsor: Oklahoma State Board for Vocational-Technical Education, Oklahoma City, Oklahoma

Duration: January 1, 1974 To June 30, 1974

Objectives: (1) To identify 15 teachers who can propose feasible solutions to an identified local problem, (2) to develop a research/evaluation design which may be used to test each proposed solution, (3) to award 15 mini-grants and supervise the completion of 15 projects, and (4) to report results of the projects to teachers across the state.

Methodology: Proposals will be solicited from teachers, reviewed for research or evaluation capability, then reviewed by program supervisors for feasibility. Meetings will be held with proposers of feasible projects to assure research/evaluation components in each project. Mini-grants will be awarded to 15 teachers and each project site will be visited by Research Unit staff. Dissemination will be made through VEIN of project reports as projects are completed. Federal funds total \$7,500.00.

#### VTP 1288

Title: Developing Performance Objectives and Criterion-Referenced Measures in Vocational Education.

Investigator: Dewey A. Adams

Institution: Virginia Polytechnic Institute and State University, Blacksburg, Virginia

Sponsor: Virginia State Board of Education, Richmond, Virginia

Duration: January 1, 1974 To June 30, 1975

Objectives: (1) To determine what has been developed in performance objectives and criterion-referenced measures in the selected occupational areas, (2) To survey incumbent workers in the selected areas to determine the tasks performed and the relative amount of time spent on each, (3) To use the survey results in developing catalogs of performance objectives and criterion-referenced measures, and (4) To field test the catalogs to determine their instructional validity and to identify common objectives across a wide group of occupational education programs.

Methodology: To assess the work that has been accomplished and to incorporate that material which appears to be useful in the project being developed, a comprehensive list of tasks performed by the incumbent workers will be developed. The task list will be based upon research completed in the state-of-the-art study, a review of technical procedures used by workers, and the use of craft committees and instructors to identify tasks, this report must be prepared and submitted to the V-TECS central staff, and a group of incumbent workers will be selected, based on a sampling design supplied by V-TECS, and the task inventory list will be mailed to them. Follow-up procedures, such as letters and telephone calls will be used. Federal funds total \$26,838.00.

#### VTP 1289

Title: Client-Need Analysis to Determine the Need for Vocational Services for Handicapped School-Age Persons in the Greater New Haven Area.

Investigator: B. Walsh Heaney

Institution: Area Cooperative Educational Services

Sponsor: Connecticut Research and Planning Unit for Vocational Education, New Haven, Connecticut

Duration: January 1, 1974 To June 30, 1974

Objectives: (1) To provide data for decision-making to persons who make decisions concerning vocational training of the handicapped in the 14-town ACES region, (2) To identify the specific needs of handicapped persons for vocational training services in the ACES region, (3) To identify existing vocational training services, (4) To identify the particular needs, if any, of the handicapped that those existing programs are intended to meet according to the program managers, (5) To determine what differences exist between the identified needs of handicapped persons and the stated needs that existing programs are intended to meet, (6) To measure the extent to which identified needs are met or unmet, (7) To identify those needs for which there are no programs, (8) To identify those needs which existing programs apparently are

not meeting, (9) To identify those programs (if any) for which there are no needs, and (10) To provide an analysis of the information and, based on this, to make specific recommendations for program implementation.

Methodology: Identify decision makers in vocational education for the handicapped, identify clients, develop sampling plan, have clients and definers further identify vocational needs, identify programs in vocational education for the handicapped, measure the extent to which the programs meet the identified needs, and compile the report for the decision maker. Federal funds total \$16,170.00.

#### VTP 1290

Title: Vocational Education Management Information System.

Investigator: Donald Galamaga

Institution: Rhode Island Dept. of Education

Sponsor: State Dept. of Education, Providence, Rhode Island

Duration: February 15, 1974 To June 30, 1974

Objectives: (1) To analyze accounting methodologies in local school districts to determine necessary approaches to vocational program costing for local school districts. (2) To provide a common costing base for costing vocational programs properly as input to the Vocational Education Management Information System from comprehensive high schools in local school districts.

Methodology: The vocational MIS will provide information to LEA's and the SEA which will improve record keeping in the area by June 30, 1974. The vocational MIS will provide turnaround documents to all LEA Voc Ed input personnel on a regular basis not later than June 30, 1974. The vocational MIS will provide information to complete at least five required U.S.O.E. forms in the 3130 series not later than June 30, 1974. The vocational MIS will develop information to facilitate assessment of curricular program effectiveness not later than June 30, 1974. The vocational MIS will provide a maximum ten day turnaround to requesters for data resident in the data base but which requires analysis and programming for special reports, not

later than June 30, 1974. Federal funds total \$10,000.00.

#### VTP 1291

Title: Vocational Education Core Group Consultant Services.

Investigator: Reo Beaulieu

Institution: Rhode Island Dept. of Education, Office of Planning and Management

Sponsor: State Dept. of Education, Providence, Rhode Island

Duration: January, 1974 To July, 1974

Objectives: To develop a comprehensive plan aimed at improving and coordinating existing vocational education services in the state.

Methodology: To do an overview of the current status of vocational education in terms of student needs and occupational demands; develop a set of recommended program goals and objectives; setting the future directions of vocational education in the state. Federal funds total \$10,000.00.

#### VTP 1292

Title: Educational Needs Assessment of Adults in the Globe-Miami Area.

Investigator: Jesse U. DeVaney, Jr.

Institution: Eastern Arizona College

Sponsor: Arizona Dept. of Education, Phoenix, Arizona

Duration: February 15, 1974 To June 30, 1974

Objectives: (1) To review demographic and other existing data to identify potential educational needs of adults residing in the Globe-Miami area as evidenced by a report summarizing the data reviewed, (2) To develop and administer a survey instrument to high school juniors, seniors, their parents, and Eastern Arizona College students enrolled at the Gila Pueblo to determine their educational desires and aspirations as evidenced by a report summarizing the data received, (3) To develop and administer a survey instrument to a ten percent randomly selected sample of the adult population residing in the Globe-Miami area to determine their educational desires and aspirations as evidenced by a report summarizing the data received, (4)



To review and analyze the data obtained in Objectives 1-3 identifying the educational desires and aspirations of the Globe-Miami adult population, potential vocational programs, and target populations as evidenced by a report listing this information, (5) To determine the (a) existing vocational employment opportunities, (b) emerging vocational employment opportunities, and (c) immediate and long-range projections of the job market and supply of trained labor in the Globe-Miami area as evidenced by a report listing these items, (6) To determine the types of vocational training offered in the Globe-Miami area as evidenced by a report showing the types of training available, approximate number of students enrolled, and cost to the students, and (7) To determine the specific vocational programs which should be offered in the Globe-Miami area that will not duplicate efforts being made by other agencies and the target group for which they are intended as evidenced by a final report specifying these items and reasons for selection.

Methodology: The general design of this project is one of developing and using survey instruments to gather data from both the residents of the community and businesses and industries located within the community. This is a standard method and an economical means of collecting the type of information needed. An Advisory Committee composed of both groups will be utilized to insure local involvement and support for the project. Federal funds total \$7,726.00.

#### VTP 1293

Title: A Follow-Up Survey of Graduates of Sunnyside High School to Determine Vocational Placement.

Investigator: Gene C. Tucson

Institution: Sunnyside High School

District #12

Sponsor: Arizona Department of Education, Phoenix, Arizona

Duration: March 1, 1974 To June 30, 1974

Objectives: (1) To conduct a survey of all student graduates which will combine

the vocational follow-up information supplied by R.C.U. with a survey instrument of similar design for non-vocational graduates, (2) To collect and assess data that will indicate some strengths and weaknesses of the Sunnyside education program with an emphasis on the vocational education program. A survey of the total population of two graduated classes will help to ascertain the effectiveness of trade and industrial, business, home economics, and non-vocational classes, and (3) To compare occupational placement of graduates with vocational training and without vocational training. The survey will give some indication of the probable value of course offerings in finding proper placement.

Methodology: In addition to the information concerning vocational student placement supplied by R.C.U. a survey instrument will be designed that will solicit information of a similar nature from the non-vocational students that can be quickly completed by each recipient. By using a tear-off post-card design, a high percentage of return is projected. It is designed to elicit response on the effectiveness of academic training without requiring a great amount of time or effort on the part of the graduate. The first population survey will consist of the entire graduated classes of 1972 and non-vocational graduates of G.R.M., 1973. Questionnaires will be developed and a completion schedule formed after a panel of professional educators have evaluated the design in terms of the objectives of the study. After the data has been qualified and analyzed a complete document will be designed in the form of tables, narrative clarification, and percentage data. Some conclusions and recommendations will be included for use by the School Board, superintendent, and various curriculum decision makers at the high school level. Federal funds total \$534.00.

#### VTP 1294

Title: Development and Use of Challenge Exams for Clinical Laboratory in Nursing II.

Investigator: Mary Jane Hattstaedt



Institution: Pima Community College  
Sponsor: Arizona Dept. of Education,  
 Phoenix, Arizona  
Duration: April 1, 1974 To June 30,  
 1974

Objectives: (1) To develop standardized tests to permit students, who have had work experience in any or all of the three clinical areas, to challenge clinical laboratory objectives in Nursing II, (2) To establish criteria which will permit students to challenge clinical objectives in Nursing II, (3) To identify parts of standardized tests for Nursing II that are unique to hospital-based pediatrics and obstetrics, and nursing-home-based geriatrics, and (4) To provide a model for challenging clinical laboratory requirements in Nursing II that could be applied to all nursing courses with appropriate modifications.

Methodology: (1) Provide an annotated bibliography on clinical challenge exams in undergraduate nursing education programs, (2) Obtain guidelines from Arizona State Board of Nursing. Testing procedure will conform to Board guidelines, (3) Development of Form I requesting information on clinical challenge exams and procedures currently in use in undergraduate nursing education programs in the Southwest, (4) Mail Form I described above to National League for Nursing and Western Interstate Commission on Higher Education and faculty of AD or other undergraduate nursing programs who provide clinical nursing challenge opportunities for their students, (5) Prepare Form II to gather specific information about previous experience students have had with well children, ill children, pregnant women, newborns and the elderly. This form would be given to Nursing II students and returned to faculty by the end of the 14th week of the spring semester, (6) Identify parts of nursing clinical laboratory that can be tested using current Nursing II syllabus and Nursing Careers Programs evaluation tool, (7) Prepare a list of former Nursing II students who have successfully challenged one or more clinical areas of Nursing II during calendar years 1972 and 1973. From this group of 20, students will be selected as nursing consultants.

Four of these students successfully challenged more than one clinical area, (8) Design a preliminary model of challenge criteria, utilizing behavioral objectives and evaluation tool with students in Nursing II at the end of the spring semester in obstetric, pediatric, and geriatric clinical laboratory, (9) Send copies or discuss preliminary model of challenge criteria with nursing consultants. Consultation on test design will be obtained from Betty Ord, who is a nursing consultant presently serving at Pima Community College. She is familiar with behavioral objectives and course material of Nursing II. Other consultation and consultants will be sought out as needed, (10) Compare information obtained in Item (5) with student success rates, (11) Develop standardized tests to challenge obstetric, pediatric, geriatric clinical laboratory objectives based on information gathered in spring semester. Obtain consultation from Betty Ord on test design, (12) Send copies of tests to nursing consultants for their comments and suggestions. Make appropriate changes in tests, based on consultation, and (13) Develop methodology for student participation in challenge exams. Federal funds total \$5,284.00.

VTP 1295

Title: Development of Competency Based Examinations for Practical Nursing Program Challenge.

Investigator: Dorothy A. McHugh  
Institution: Health Occupations Education Unit, Bureau of Vocational Education  
Sponsor: Bureau of Vocational Education, Frankfort, Kentucky  
Duration: February 1, 1974 To June 30, 1976

Objectives: (1) To determine the feasibility of granting credit in Practical Nursing programs for previous experience and education/training, (2) Through workshop participation, develop, validate, implement, and evaluate an instrument whereby persons with previous experience and education/training in Health Occupations Education could challenge by examination any part of the Practical Nursing curriculum and upon attainment of an established norm be given credit and thus shorten the required training

time, and (3) Coordinate project activities with the Kentucky Board of Nursing Education and Nurse Registration and seek approval of project product by Kentucky Board of Nursing Education and Nurse Registration.

Methodology: Conduct three (3) two-day workshops during fiscal year 1974 to select and construct test items, (2) Determine the validity of said items through testing with control groups. Statistical validation will be accomplished through rented computer analysis, (3) Printed test packets will be distributed to Practical Nursing program coordinators for implementation during fiscal year 1975, and (4) Evaluation will be accomplished through cooperative monitoring by the Education Resources Development Unit and the Health Occupations Education Unit. Evaluation design to be developed. Federal funds total \$4,000.00.

**VTP 1296**

Title: Cable T.V., A Media Approach to Communicating Job Development and Placement Services to Employers and to the Community.

Investigator: Travis Montgomery  
Institution: State Fair Community College

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: January 1, 1974 To September 30, 1974

Objectives: (1) To produce six sixty-second color television spot commercials communicating to employers, school personnel and the community and the Job Development and Placement Program being implemented in the ten area high schools. (2) To provide six spot commercials for use by LVO Channel 2. (3) The spot commercials will be shown at regular intervals during the afternoon and evening programming.

Methodology: State Fair Community College proposes to produce six sixty-second color spot television commercials in order to communicate to area employers and the community the objectives of the high school Job Placement Program. Staff members from SFCC will write the scripts and produce

the commercials. State Fair Community College's LRC TV studio facilities and equipment will be utilized in production of the TV spot commercials. Federal funds total \$1,950.00.

**VTP 1297**

Title: Investigation of Needs of the City of St. Louis for Paraprofessionals in Home Economics.

Investigator: Robert D. Richey  
Institution: Junior College Dist. of St. Louis

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: January 2, 1974 To July 19, 1974

Objectives: To investigate the needs of the community in the City of St. Louis for paraprofessionals in Home Economics.

Methodology: The investigation of the need for postsecondary Home Economics education will be conducted by a full-time project director trained in the field of Home Economics and dedicated to actualizing the potential of the Home Economics profession for community service. Such study will include but will not be limited to surveys of high schools in the City, community service agencies, appropriate church organizations, appropriate business and industrial organizations, citizens groups, the Division of Employment Security, and other groups whose input would be valuable as identified within the study for the purpose of determining the documented need for paraprofessional programs in Home Economics. The study will also identify the most appropriate subject matter areas of Home Economics for which programs should be designed and the number of persons interested in pursuing and available to pursue the study of paraprofessional Home Economics education. Once these needs are determined, the project director, with assistance from the State Department of Education, a project advisory council and appropriate consultative help, will design one or more curricula to meet the needs identified in the study. It is expected that one or more of such curricula will be implemented in the fall of 1974 if the findings support



such action. Federal funds total \$12,500.00.

#### VTP 1298

Title: Parent and Teacher Attitudes Toward Career Education.

Investigator: Barbara J. Fulton  
Institution: University of Missouri-St. Louis

Sponsor: State Dept. of Vocational Education, Jefferson City, Missouri  
Duration: March 1, 1974 To February 1, 1975

Objectives: (1) To accurately and efficiently record both parent and teacher attitudes toward career education, and (2) To determine whether any differences in attitude for either group is the result of the career education program in which either they themselves, their students, or their children are participating or are due to some other extraneous factors not measured.

Methodology: (1) Develop and reformat attitude survey and have it printed in a manner consistent with professional standards to increase the probability of response, (2) Select parent and teacher groups in a random manner from participating school districts in order to insure reliable data, (3) Administer attitude survey to parent and teacher groups, and (4) Analyze data from returned attitude surveys by providing basic descriptive statistical data such as mean, median, mode, and frequency distribution, performing item analysis on survey questions to determine the relative percentage of teachers and parents responding by category for each statement, and performing simple analysis of variance to determine if there are significant differences between the parent groups and the teacher groups. Federal funds total \$767.00.

#### VTP 1299

Title: A Comparative Cost-Benefit Study of Secondary One Year and Two Year Distributive Education Programs in Missouri.

Investigator: Donald D. Osburn  
Institution: Dept. of PAVTE, University of Missouri-Columbia

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: April 1, 1974 To December 30, 1974

Objectives: (1) To determine the per student cost of the graduates in each of the following distributive education programs: junior preparatory followed by senior cooperative, senior cooperative or one year, (2) To determine the benefits for graduates in the distributive education programs, (3) To determine if the graduates in distributive education programs are employed in the field in which they were trained, (4) To determine the relationship with respect to investment criteria of the two year distributive education program and the one year distributive education program, (5) To determine if the teacher-coordinator was fully certified or teaching under a temporary certificate or did the coordinator have a COE or DE certificate, (6) To determine the training plans used in the distributive education programs, (7) To determine if distributive education programs have an advisory council involved in their programs, and (8) To determine if distributive education programs have a chapter of DECA.

Methodology: The research design will be ex post facto research as defined by Kerlinger: "Ex post facto research is systematic empirical inquiry in which the scientist does not have direct control of independent variables because their manifestations have already occurred or because they are inherently not manipulable. Inferences about relations among variables are made, without direct intervention from concomitant variation of independent and dependent variables." Federal funds total \$700.00.

#### VTP 1300

Title: Analysis of Mathematical Skills in Mechanical Engineering Technology (MET) at Florissant Valley Community College.

Investigator: Robert C. Limburg  
Institution: The Junior College Dist. of St. Louis County, Missouri  
Sponsor: Dept. of Vocational-Technical Education, Jefferson City, Missouri



Duration: June 1, 1974 To August 31, 1974

Objectives: (1) Conduct a thorough, systematic research of all math oriented course material in the MET program, (2) Analyze current math skills needed and current preparatory math skills taught, and (3) Determine areas of mathematical skill strengths and weaknesses, and determine if any new math skills are required in the MET program.

Methodology: In order to achieve the stated objectives, the procedure will consist of a systematic number of activities as listed in the project time schedule. Specifically, the investigator will examine all possible sources of information dealing with mathematical skills from MET texts, exams, quizzes, MET staff, students and recent graduates. Also, employers of previous MET students will be interviewed in order to determine if the MET program has adequately prepared their employees. Then all preparatory math courses and materials will be reviewed. Finally, an analysis will be conducted in regard to what math skills are needed, what math skills are no longer necessary, and what, if any, new math skills need to be incorporated into the preparatory math courses for the MET student. Federal funds total \$700.00.

VTP 1301

Title: Parkway's Business Speakers Resource Bureau.

Investigator: Norman Toohey

Institution: Parkway School District

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: February 15, 1974 To June 8, 1974

Objectives: To catalogue business leaders of the community according to the fifteen occupational clusters of the U.S.O.E.; to determine their availability to help in the educational process of the students of the Parkway School District by providing career information; to develop a selected business resource committee of interested business leaders of the community to assist in the career development of students enrolled in the

Business Education Departments of the Parkway Schools; and to develop a handbook for Business Education teachers in the district that would provide accessible speakers to visit classrooms with planned presentations to orient students with the concerns, opportunities, and training requirements for their respective segments of the job clusters as designated by the U.S.O.E. Methodology: Create mail survey adequate to include the information needed; tabulate responses according to clusters of the U.S.O.E.; contact all no responses by mail, personal contact with all no responses; visit several businesses to establish working relationships, compile data, assimilate speakers with specific topics and occupations; convene panel and evaluate data; rough draft handbook; edit handbook; print handbook; and distribute; write final report. Federal funds total \$495.00.

VTP 1302

Title: Career Planning Profile Study.

Investigator: Marvin McDonald

Institution: Missouri Western State College

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: July 1, 1974 To December 31, 1975

Objectives: To select three different subgroup populations on campus and through administration, interpretation and careful follow-up determine whether or not the additional battery of data supplied by the Career Planning Profile is an effective avenue to solve this problem and if it will, in fact, allow students to select majors earlier in their college experience and with more permanency.

Methodology: The Career Planning Profile will be administered to three randomly selected subgroups. After administration, interpretation and related counseling occurs for subjects in each subgroup, we will then tabulate each subgroup and the three subgroups as a total. The results will be compared against statistics already available to determine if subjects in each subgroup declared a major earlier and change majors less often when compared to the average

student college-wide for the past three semesters. Federal funds total \$15,000.00.

### VTP 1303

Title: Development of Individualized Instructional Packages in Materials Handling.

Investigator: Robert D. Klingler  
Institution: Delaware County School District  
Sponsor: Dept. of Education, Harrisburg, Pennsylvania  
Duration: January 2, 1974 To June 30, 1974

Objectives: (1) To identify a procedure using the teacher, media specialists and resources of the school, (2) A format will be defined for use in organizing individualized learning materials, and (3) Individualized learning packages will be developed for one level (year) of Material Handling education.

Methodology: The teacher of materials handling will prepare a script for each task described in the unit behavioral objectives for his first level (year) course. A professional photographer and announcer will prepare the film and sound materials described in the script. A typist and illustrator will prepare the written directions for offset printing. These materials will be collected by unit objective in a suitable ring binder. Copies of these materials will be presented in the final report for entering into the ERIC system. Federal funds total \$4,584.00.

### VTP 1304

Title: An Investigation of the Status of Selected Students of the 1969-1973 Graduating Classes of Riverside High School, Taylor, Pennsylvania.

Investigator: June Willis  
Institution: Riverside School District  
Sponsor: Dept. of Education, Harrisburg, Pennsylvania  
Duration: February 1, 1974 To June 30, 1974

Objectives: (1) To determine whether the business offerings at Riverside High School are adequate to satisfy vocational

needs of its business graduates. (2) To determine the number of graduates from the selected years who actually used their business training for employment, (3) To determine the method used in obtaining their position and the types used by employers, (4) To determine what course offerings were found most beneficial to the business graduates, (5) To determine what office machines are used most frequently by the selected employed graduates, and (6) To determine what course offerings graduates feel should be a part of the business curriculum.

Methodology: The survey method of research will be used for this study since, according to Carter Good, the purposes and uses of the descriptive-survey study fit the situation at hand: (1) To secure evidence concerning an existing situation or current condition, (2) To identify standards or norms with which to compare present conditions, in order to plan the next step, and (3) To determine how to make the next step (having determined where we are and where we wish to go). Federal funds total \$485.00.

### VTP 1305

Title: A Comparative Analysis of Distributive Education Programs in Public High Schools and Area Vocational-Technical Schools in the Commonwealth of Pennsylvania -- 1973-1974.

Investigator: Donald R. Lamuth  
Institution: University of Pittsburgh  
Sponsor: Dept. of Education, Harrisburg, Pennsylvania  
Duration: January 1, 1974 To June 30, 1974

Objectives: Specifically, this study will attempt to determine the nature of distributive education programs offered in public secondary high schools and area vocational-technical schools in the Commonwealth of Pennsylvania.

Methodology: (1) A questionnaire will be designed which will ascertain pertinent information relative to the research questions under investigation in this study. Validation of this questionnaire will take place by having it subjected to the expert opinions of teacher-educators and teacher-coordinators



in the field of vocational distributive education, (2) This questionnaire will be mailed to distributive education teacher-coordinators in high schools and area vocational-technical schools using the Vocational Education Personnel Directory as a basis for determining existing programs and their mailing addresses, (3) A covering letter will be designed and enclosed with the questionnaire, (4) Questionnaires which are not received in return within a reasonable length of time will be followed up by another questionnaire and another letter, (5) The information received will be presented, analyzed and interpreted, (6) Summaries and conclusions will be made, (7) Recommendations for the improvement of programs in marketing and distribution will be offered, and (8) The study will be written and completed. Federal funds total \$830.00.

**VTP 1306**

**Title:** VEMIS Backup Facility and Transfer of Functions: Phase I, Pilot Implementation.

**Investigator:** L. Lloyd Ruoss  
**Institution:** Lancaster-Lebanon I.U.  
**Sponsor:** Dept. of Education, Harrisburg, Pennsylvania

**Duration:** January 2, 1974 To June 30, 1974

**Objectives:** (1) Establishing/influencing program goals and objectives, (2) Establishing/communicating policies and guidelines, (3) Establishing/applying program approval standards, (4) Collecting/reporting program descriptive information, (5) Identifying/solving problems concerning objectives, (6) Forecasting/projecting program characteristics, (7) Planning changes related to program objectives, (8) Reporting information to other agencies, (9) Coordination of planning with other agencies, (10) Researching for solution to basic program problems, (11) Evaluation of vocational programs regarding objectives, (12) Controlling the quality of vocational education, (13) Processing applications for special funding, (14) Establishing internal standard procedures, (15) Reimbursing local educational

agencies, (16) Organizing for the accomplishment of objectives, (17) Providing advisory/consultative support to the field, (18) Budgeting available vocational education funds, (19) Stimulating change through information dissemination, (20) Planning/controlling construction of new facilities, (21) Assessing short- and long-term manpower requirements, and (22) Assessing short- and long-term manpower resources.

**Methodology:** This proposal is designed to provide for an orderly transfer of selected VEMIS computing functions that are now being performed by the contractor. The present computing effort involves the following phases: (1) Computer printing of forms, (2) Scanning of forms, (3) Error checking of scan tapes, (4) Production of file edit error lists, (5) Production of preliminary master tapes, and (6) Production of directories and reports. Federal funds total \$11,020.00.

**VTP 1307**

**Title:** Proposal Preparatory to Nursing and Auxiliary Nursing Articulation Program Study.

**Investigator:** John Bacon  
**Institution:** Butler County Community College  
**Sponsor:** Dept. of Education, Harrisburg, Pennsylvania

**Duration:** March 1, 1974 To June 30, 1974

**Objectives:** (1) To collect and prepare background materials necessary for a study of nursing and auxiliary nursing articulation in northwestern Pennsylvania, (2) To prepare staff and cooperating institutions for the study, and (3) To arrange and schedule details of the study to follow.

**Methodology:** Eight schools have expressed an interest in participating in an articulation study: Butler County Community College; Slippery Rock State College; Indiana University of Pennsylvania; Lawrence County Schools, Natrona Heights, Pennsylvania; Admiral Peary Vocational School, Ebensburg, Pennsylvania; Dr. Novello, Villa Maria College, Erie, Pennsylvania. It is



evident that much preliminary work will have to be done preceding the actual proposed study. The preliminary study will begin on March 1, 1974 and continue through June 30, 1974. Personnel requirements for the preliminary study will include one professional person, having expertise in nursing education, to coordinate and plan details of the study, and one secretary. It will be the coordinator's function to assist in determining the specific needs of the study and in cooperating with the director of the study, and in finding personnel who can serve as consultants or task force members. The coordinator will also be responsible for developing the study schedule, arranging meetings, communicating with the schools engaged in the study, and corresponding with and arranging for specific consultants and workshops. Federal funds total \$13,765.00.

#### VTP 1308

Title: The Utilization of a Third Party Evaluator to Evaluate and Coordinate Four Career Education Projects at McKeesport, Pennsylvania; Ebensburg, Pennsylvania; Crawford County (Meadville), Pennsylvania; and Philadelphia, Pennsylvania (Second Year).

Investigator: Michael A. Ciavarella  
Institution: Shippensburg State College, Pennsylvania  
Sponsor: State Dept. of Education, Harrisburg, Pennsylvania  
Duration: January 1, 1974 To September 1, 1974

Objectives: To serve as the official Third-Party Evaluator whose main function shall be to coordinate the second-year evaluations of the following four career education projects: (1) McKeesport Area Schools, McKeesport, Pennsylvania; (2) Admiral Peary AVTS, Ebensburg, Pennsylvania; (3) Philadelphia City Schools, Philadelphia, Pennsylvania and (4) Crawford County Area Schools, Meadville, Pennsylvania.

Methodology: (1) To provide professional and technical assistance to the four sites named above in the development and implementation of their respective evaluation plans and/or strategies; and (2) To combine the individual evaluations of the four career education sites into a Final Evaluation Report which will be

distributed to each of the project sites, the Research Coordinating Unit of the Pennsylvania Department of Education, the U.S. Office of Education, ERIC, VEIN and other agencies as appropriate. Federal funds total \$4,500.00.

#### VTP 1309

Title: State-Wide Computerized Model for Determining Occupational Opportunities in Nebraska.

Investigator: Fay G. Larson  
Institution: Nebraska Research Coordinating Unit for Vocational Education  
Sponsor: Nebraska State Board for Vocational Education, Lincoln, Nebraska  
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To compile and update a master population of all firms in the state which employ one or more persons, (2) To gather data from a minimum random sample of five percent of the master population by personal interview, (3) To classify data from employers by job title and number and to cross reference by H.E.W. instructional training program number, and (4) To present compiled data in a format useable to those persons concerned with the planning and administering vocational programs as well as persons involved with career planning and selection.

Methodology: This study is designed to gather information by drawing a random sample from a yearly updated population of firms which employ one or more persons. The data will be gathered by personal interview with the employer by a University of Nebraska student interviewer. The data will be coded by job title and number using the Dictionary of Occupational Titles and cross referenced with an instructional training program number using the Office of Education's Vocational Education and Occupations. The coded data will be compiled by computer and presented in a printed report. Federal funds total \$18,393.00.

#### VTP 1310

Title: Home Economics Related Occupations Promotion in Nebraska

through Media, Visitations, and Professional Development.

Investigator: Cheryl G. Fedje  
Institution: Kearney State College  
Sponsor: Nebraska State Board for Vocational Education, Lincoln, Nebraska  
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To investigate the opinions of Nebraska secondary and community college home economics teachers and administrators concerning HERO, (2) To conduct a public relations thrust which would include publications, use of mass media, and personal visitations to the target population, and (3) To identify and provide areas of competence that home economics teachers and administrators need to order to organize, implement, and administer HERO programs.

Methodology: (1) Develop instruments to determine opinions held by Nebraska secondary and community college home economics teachers and administrators regarding HERO programs and HERO youth organizations, (2) Develop programs, informative brochures, and articles for television, radio, newspapers, and professional publications, (3) Visit randomly selected home economics teachers throughout the state of Nebraska, (4) Develop a HERO program outline for undergraduate/graduate credit, and (5) Teach two "pilot" HERO courses during second semester, 1975 and a two week institute during summer 1975. Federal funds total \$13,645.00.

#### VTP 1311

Title: A Competency Based Program for Preparing Vocational Education Teachers.

Investigator: Dwight Cline  
Institution: Kearney State College  
Sponsor: Division of Vocational Education, Lincoln, Nebraska  
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To identify those competencies common to all vocational teachers in Nebraska, (2) to develop modules which encompass those competencies, (3) to design a format for implementing the strategy, (4) to field

test the strategy, (5) to evaluate the results of the field testing and make recommendations for improvement, and (6) implement the program at Kearney State College and the other state colleges and universities.

Methodology: The general procedure for conducting the project will be to select a steering committee to identify, from existing lists, those competencies needed by all vocational education teachers in Nebraska. The second step will be to locate modules currently being used in teacher education programs which encompass those competencies. The third step will be to develop modules which encompass the remaining competencies. The fourth step will be to design a delivery system for incorporating these modules into the methods courses presently being offered at Kearney State College. The fifth step will be to field test the strategy at Kearney State College. The sixth step will be to evaluate the results of the field test and make recommendations for improvement. Federal funds total \$17,680.00.

#### VTP 1312

Title: A Vocational Approach to Written Communications.

Investigator: Ronald M. Hutkin and John R. Trindle

Institution: Platte Technical Community College

Sponsor: State Dept. of Education, Division of Vocational Education, Lincoln, Nebraska

Duration: July 1, 1974 To January 31, 1975

Objectives: (1) To establish if Platte Technical Community College students enrolled in written communication courses will achieve a higher level of proficiency in accomplishing the specific cognitive objectives when the objectives are placed in the context of the world of work or when the same cognitive objectives are placed in a liberal arts context, and (2) To establish if Platte Technical Community College students enrolled in written communication courses will achieve greater self-perception at the end of a given semester after accomplishing affective written communication



objectives placed in the context of the world of work or after accomplishing the same affective written communication objectives placed in a liberal arts context.

Methodology: In this research project, the post-test only control group design will be used to determine cognitive and affective differences. Full-time day students will be selected at random to establish the two experimental and two control groups. Randomization among the four groups will be accomplished through standard registration procedures. Federal funds total \$3,500.00.

#### VTP 1313

Title: Lincoln Career Education Project.

Investigator: Carl R. Spencer

Institution: Lincoln Public Schools

Sponsor: State Dept. of Education,  
Division of Vocational Education,  
Lincoln, Nebraska

Duration: May 7, 1974 To May 6, 1975

Objectives: (1) To provide leadership for the development of a cooperatively designed plan in which existing structures and services are integrated with necessary additional structures and services to achieve an improved program for delivering career education to youth, and (2) To provide management and support services necessary to assist participants--cooperating educational agencies, businesses, industries, unions, governmental agencies, community agencies, parents, and student--in executing the plan.

Methodology: In the Placement Component, project staff will develop and assist schools and community to implement two major programs: (1) a service for exiting students which will assist them in making the next appropriate step in the career development plan, and (2) a system for identifying, and developing resources in the community which will make a contribution to students' career development; for recording, indexing, and communicating information about those resources to users in schools; and for assisting users to make use of community resources in career development and placement. Federal funds total \$44,750.00.

#### VTP 1314

Title: Coordination of Field Services for Students Having Completed a Vocational Training Program at the Youth Development Center and Returned to Their Home Community.

Investigator: Brad W. Bigelow

Institution: Youth Development Center-Kearney

Sponsor: State Dept. of Education,  
Division of Vocational Education,  
Lincoln, Nebraska

Duration: April 16, 1974 To April 15, 1975

Objectives: The purposes of this project are to serve as a liaison between the institutional vocational training programs in which students have participated, and the community. Emphasis would be placed upon assisting in further vocational training when appropriate, finding employment, insuring consistent work habits, and aiding in the student's personal adjustment as well.

Methodology: The coordinator would acquire a caseload through contact with vocational instructors and Vocational Rehabilitation Services, who, at an institutional level, are familiar with the student's progress, potential for training, and readiness for employment. The coordinator would then be involved, in cooperation with juvenile parole, in developing a plan for the student in terms of placement and the establishment of realistic vocational goals. In addition to regular contact with the student, the coordinator would also conduct weekly group meetings, to promote greater personal adjustment. He would also develop a comprehensive file containing suitable training programs and sources of employment in which the student might be involved. The coordinator would then maintain regular contact with the agency or employer to determine the student's adaptability and progress. Federal funds total \$13,639.00.

#### VTP 1315

Title: Career Exploration Through Technology.



Investigator: Gilbert R. Brauer  
Institution: Southeast Community College  
 Board for Milford Campus, Milford,  
 Nebraska

Sponsor: State Dept. of Education,  
 Division of Vocational Education,  
 Lincoln, Nebraska

Duration: June 10, 1974 To June 14, 1974

Objectives: (1) To provide secondary students with short-term exploratory experiences within one or more curriculum divisions at the College, (2) To provide secondary students with at least one competency in one or more of the curriculum divisions, and (3) To develop and enhance the concept of community services provided by the College in vocational technical areas.

Methodology: The PERT Chart for Program Development, as designed for 1973 project, would be followed - initiation through final evaluation and follow-up. Such activity would involve a period of approximately six months - development through conclusion of project. Many staff on campus, in addition to public school personnel, will be involved. Federal funds total \$2,500.00.

#### VTP 1316

Title: A Career Awareness Model  
 Incorporating Constructional Activities  
 in Grades K Through Six.

Investigator: F. Milton Miller  
Institution: University of Missouri-  
 Columbia

Sponsor: State Dept. of Education,  
 Jefferson City, Missouri

Duration: February 1, 1974 To June 30,  
 1975

Objectives: (1) Review selected career education projects K through 6 that include the use of constructional activities in meeting their career awareness objectives, (2) Identify the constructional activities that have been most effective in facilitating the projects reviewed in obtaining their career awareness objectives, (3) Identify tools, materials, and skills needed by elementary teachers when utilizing constructional activities in meeting the career awareness objectives, (4) Synthesize the results of objectives

1, 2, and 3 and develop an in-service model for a program which will facilitate the achievement of career awareness objectives through the use of constructional activities for children in grades K through 6, (5) Pilot test an in-service model for an instructional program which will facilitate the achievement of career awareness objectives through the use of constructional activities for children in grades K through 6, and (6) Provide local school districts in the State of Missouri with an in-service model for instructional programs which will facilitate the achievement of career awareness objectives through the use of constructional activities for children in grades K through 6.

Methodology: (1) Visit and observe selected career education programs K through 6 that are now using constructional activities in their career educational programs, (2) Review the projects reports of pilot, experimental and exemplary career education programs utilizing constructional activities at the elementary school level, (3) Synthesize the reports to identify effective practices of career education programs that have utilized constructional activities, (4) Prepare matrices that identify the most common and effective tools, materials, and skills utilized in the selected projects that were reviewed, (5) Develop an in-service model for assisting elementary school teachers in local districts in the use of constructional activities in career education programs, (6) Prepare a multimedia presentation to communicate the model, (7) Pilot test the in-service model with elementary teachers, (8) Revise the model and supportive media as per the pilot test, and (9) Make a multimedia in-service package available to local districts through the Missouri State Department of Education. Federal funds total \$17,755.00.

#### VTP 1317

Title: The Career Planning Function of Selected Practical Arts Programs in Southwest Missouri.

Investigator: Lawrence C. Drake

Institution: Southwest Missouri State University, Springfield, Missouri  
Sponsor: State Dept. of Education, Jefferson City, Missouri  
Duration: July 1, 1974 To June 30, 1975

Objectives: To ascertain what instructional techniques Southwest Missouri secondary youth are being exposed to through practical arts programs that contribute toward individual career planning processes.

Methodology: (1) To survey consenting Southwest Missouri Area Vocational-Technical Schools' student bodies in identifying those secondary schools that have practical arts programs that tend to be successful as feeders to vocational-technical education programs, (2) To identify practical arts instructors in Southwest Missouri that make contributions to career planning instructional techniques through a survey of counselors and/or directors of area vocational-technical schools in Southwest Missouri, practical arts supervisors in Southwest Missouri, chairpersons in teacher education practical arts programs in Southwest Missouri, and Missouri Department of Education practical arts supervisors, (3) Obtain permission and conduct a structured interview encompassing the objectives of the project of the selected Southwest Missouri Practical Arts instructors which shall include a visit to the facilities of that program where feasible, (4) Analyze the data, make recommendations, and write the report, and (5) Disseminate the report to the secondary schools of the Southwest Missouri with encouragement to make their practical arts programs more effective in career planning for youth. Federal funds total \$9,288.00.

#### VTP 1318

Title: Exploration in the Junior High School.

Investigator: George Washburn  
Institution: The Independent School District of Boise City, Idaho  
Sponsor: Office of Special Services, Boise, Idaho  
Duration: January 21, 1974 To June 30, 1974

Objectives: To help students develop a better understanding of the relationships between academic subjects and occupational fields, to develop in pupils positive attitudes about the personal and social significance of work as it relates to individuals, to expand students' occupational awareness and realistic aspirations, to expand students' understandings of their interests and abilities, and to help students determine through hands-on experiences their interests and abilities.

Methodology: (1) Develop enrichment curriculum activities involving relationships among mathematics, science, social sciences, language arts, industrial arts, home economics and other skill training areas, (2) Pilot these developed activities in one classroom in each grade level (7, 8, & 9) in each subject area involved, (3) Develop and teach voluntary classes in health occupations, mechanical and repair, food services, woodworking, and typing/clerical areas for all grade levels (7, 8, & 9), (4) Administer the OVIS and GATB to all pilot eighth grade students followed by interpretation and evaluation sessions with these students and their parents, and (5) Develop simulation field trip activities through the use of video taping which can be used in many classroom situations. Federal funds total \$23,300.00.

#### VTP 1319

Title: Preliminary Implementation of Office Simulation Lab.

Investigator: Frederick Mrerode  
Institution: Lakeshore Technical Institute  
Sponsor: Wisconsin Board of Vocational, Technical and Adult Education  
Duration: January 1, 1974 To June 30, 1974

Objectives: Lakeshore Technical Institute has as one of its objectives the installation and implementation of a Simulated Office. To this end, the administration has provided specific space in a school currently under construction that will be operational for 1974-75. At this time, the objectives can be defined as Preliminary



Implementation and Implementation. Preliminary implementation covers the period from the present to December, 1974. During this time, we will be examining, organizing, and planning for equipment and materials to be installed in an area in the new school specifically designated as a Simulated Office. One instructor, Mr. Curt Sharp, has been designated as the staff member chiefly responsible for this work. He is being assisted by Mrs. Nancy Skebba. The implementation of our Simulated Office will take place in January, 1975. This will be the second semester of the 1974-75 school year.

Methodology: (1) Two staff members will evaluate equipment and materials to be used in our simulated office, (2) The materials available from 3M Company, APEX, will be evaluated and organized for implementation at a later date, (3) Equipment not included in APEX, Word Processing Center with Mag Card Typewriters and desk telephones will be incorporated into the project, (4) Travel will be used when necessary to seek out expertise in this area, and (5) Curriculums will be revised in Secretarial Science and Vocational Office Occupations to avoid duplication of instruction. Federal funds total \$1,431.00.

#### VTP 1320

Title: Implementation of Terminal Applications for Computer Assisted Instruction (CAI).

Investigator: Harold R. Cuhaley  
Institution: Fox Valley Technical Institute

Sponsor: Wisconsin Board of Vocational, Technical And Adult Education, Madison, Wisconsin

Duration: February 27, 1974 To July, 1974

Objectives: (1) To develop and purchase CAI programs which can be used for alternate methods of instruction, (2) To develop methods of instruction through CAI, (3) To modify and add necessary peripheral terminals to existing computer installation at Fox Valley Technical Institute for implementation of CAI, (4) To train staff at Fox Valley Technical Institute in the use of

terminals for Computer Assisted Instruction, and (5) To have a number of students complete a lesson or series of lessons in various disciplines taught at Fox Valley Technical Institute.

Methodology: (1) Identify staff for participation in project, (2) Obtain existing CAI programs in various disciplines from schools now using CAI, (3) Determine type of equipment necessary to complete installation of terminals, (4) Prepare materials on methods of instruction for CAI for distribution to faculty, (5) Install terminals and other peripheral equipment for workshop, (6) Conduct training sessions for students and faculty on use of CAI, and (7) Prepare and disseminate reports of results of project. Federal funds total \$19,162.00.

#### VTP 1321

Title: A Comparison of Academic Achievement in Full-Time and Part-Time Area Vocational-Technical High Schools.

Investigator: Donato B. Zucco  
Institution: University of Pittsburgh  
Sponsor: Dept. of Education, Harrisburg, Pennsylvania  
Duration: No data

Objectives: To determine if academic achievement of students in a full-time comprehensive area vocational-technical high school compare to the academic achievement of students in the participating high schools who attend part-time area vocational-technical schools.

Methodology: Four schools, the largest (school enrollment) full-time comprehensive area vocational-technical school and part-time area vocational-technical school as well as the smallest (student enrollment) full-time comprehensive area vocational-technical school and part-time area vocational-technical school will constitute the sample population. If difficulty is encountered in having the largest or smallest AVTS participate in the proposed study this researcher will move to the next largest or next smallest AVTS. All senior students enrolled in the trade and industrial



program in the four sample schools will constitute the sample students for the proposed study. Each students will complete a SCAT and opinions questionnaire. Federal funds total \$697.00.

#### VTP 1322

Title: Development of Individualized Instructional Packages in Machine Tool (Engine Rebuilding).

Investigator: Robert D. Klingler

Institution: Delaware County School District

Sponsor: Dept. of Education, Harrisburg, Pennsylvania

Duration: January 2, 1974 To June 30, 1974

Objectives: (1) To identify a procedure using the teacher, media specialists and resources of the school, (2) A format will be defined for use in organizing individualized learning materials, and (3) Individualized learning packages will be developed for one level (year) of Machine Tool education.

Methodology: The teacher of engine rebuilding will prepare a script for each task described in the unit behavioral objectives for his first level (year) course. A professional photographer and announcer will prepare the film and sound materials described in the script. A typist and illustrator will prepare the written directions for offset printing. These materials will be collected by unit objective in a suitable ring binder. Copies of these materials will be presented in the final report for entering into the ERIC system. Federal funds total \$4,584.00.

#### VTP 1323

Title: Radio Programs and Informational Audio Materials on Career Education Opportunities in Phelps County.

Investigator: George Schowengerdt

Institution: The University of Missouri-Rolla

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: April 29, 1974 To December 30, 1974

Objectives: (1) To produce 20-25 feature radio programs, approximately four minutes in length, on the career education opportunities in Phelps County, (2) To broadcast each of these programs at least three times over KUMR, the University of Missouri FM radio station at Rolla, (3) To prepare and duplicate audio tapes describing the career education opportunities in Phelps County, each to be approximately 15 minutes in length, and (4) To distribute audio cassette copies of the descriptive tapes to approximately 30 locations where they will be available to individuals needing career information. Methodology: The development of career education opportunities materials would be accomplished by visiting with students, teachers, and administrators involved with each of the training programs. These interviews would be recorded on location so that the spontaneity of the individuals participating and the atmosphere of the setting could be utilized as part of the final product. Feature programs produced from these materials would be broadcast over KUMR during the summer of 1974 so that the area residents would be informed of the career education opportunities in time to begin training that fall. The interview material would then be used to produce the longer presentations on each program, approximately 15 minutes in length, to be duplicated on audio cassettes for distribution in the area. Federal funds total \$2,720.00.

#### VTP 1324

Title: A Program to Obtain Industrial Input in Program Development.

Investigator: R. T. Livingston

Institution: Linn Technical College

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: September 24, 1973 To June 7, 1974

Objectives: To design a mechanism to involve industrial personnel (advisory boards) in the developmental stage of program planning.

Methodology: Ten members of the industrial community (personnel and

management) will address themselves to a comprehensive agenda. The members will then be open to questions from Linn Tech and Department of Education personnel. Results will be finalized in booklet form for dissemination. Federal funds total \$700.00.

#### VTP 1325

Title: Development of an Individualized Instruction Module: Use of the Metric System: Weight, Linear, and Volume.

Investigator: Melba Pruitt  
Institution: Junior College District of St. Louis  
Sponsor: State Dept. of Education, Jefferson City, Missouri  
Duration: June 10, 1974 To June 28, 1974

Objectives: To develop a teaching module.

Methodology: To define the limits, write the objectives, and determine the method of presentation for meeting the objective. Federal funds total \$700.00.

#### VTP 1326

Title: Phelps County Vocational Development Clinic.

Investigator: Gene Van Matre  
Institution: University of Missouri-Rolla  
Sponsor: State Dept. of Education, Jefferson City, Missouri  
Duration: March 11, 1974 To September 13, 1974

Objectives: Provide short-term vocational counseling for information and decision making to out-of-school youth and adults of Phelps County. Provide assembled resource persons opportunity and experience necessary to assess the need for and possibility of coordinated effort in providing services to above population of Phelps County. Obtain data relative to career development needs of above population.

Methodology: A staff of 10 resource people will be assembled to conduct a three day clinic. The resource people will represent agencies which have a counseling or information giving function relative to vocational

development opportunities in Phelps County. An invitation will be extended to the public through the news media, to employees of business and industry through employers, and to school drop-outs individually. Invitations or announcements will have a brief form for requesting vocational interest testing. Federal funds total \$640.00.

#### VTP 1327

Title: Career Training and Placement for Handicapped Students.

Investigator: Benny L. Gooden  
Institution: Montgomery City Public Schools  
Sponsor: State Dept. of Education, Jefferson City, Missouri  
Duration: September 1, 1974 To June 1, 1975

Objectives: (1) To find out local employer attitudes toward the employment of handicapped juveniles, (2) To discover what employment opportunities are most appropriate for those students possessing the various handicapping conditions and which of these are available locally, (3) To find what pre-employment experiences are required for effective placement of handicapped students both during school age and upon graduation/termination, and (4) To find how placement of the handicapped student may best be effected and what follow-up is required.

Methodology: (1) Attitude survey of employers toward the handicapped, (2) Analysis of employment opportunities, (3) Design of individualized training programs, and (4) Placement and follow-up of handicapped students. Federal funds total \$5,850.00.

#### VTP 1328

Title: A Pilot Program to Develop a State Model of Leadership Development for State and District Officers and Advisors of Vocational Youth Organizations in Missouri.

Investigator: John E. Elias  
Institution: University of Missouri  
Sponsor: State Dept. of Education, Jefferson City, Missouri  
Duration: July 1, 1974 To June 30, 1975



Objectives: To develop a state model of leadership development for state and district officers and advisors of vocational youth organizations in Missouri which in succeeding years can be operated and implemented by the appropriate staff of the Division of Career and Adult Education.

Methodology: Those leadership skills common to advisors and officers of the vocational youth organization will be identified and developed into instructional programs. Joint conferences for the advisors and officers will be conducted. Federal funds total \$19,500.00.

#### VTP 1329

Title: Missouri Vital Information for Education and Work-Missouri Occupational Training Information System (MOview-MOTIS).

Investigator: Thomas J. Lawson  
Institution: Hazelwood School District  
Sponsor: State Dept. of Education, Jefferson City, Missouri  
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To design and place on microfilm an occupational information system that is reliable and can be modified as the requirements of occupations change, (2) To develop a sampling questionnaire to determine the reaction of students to scripts prior to their being microfilmed, (3) To develop and print a guidebook for counselors and teachers who use the retrieval system, (4) To develop and print a self-instructional handbook for students who use the retrieval system, and (5) To conduct a workshop(s) for the purpose of implementing a prototype of the microfilmed occupational information retrieval system (MOview-MOTIS) in the Hazelwood School District.

Methodology: The director will send out questionnaires, research the Dictionary of Occupational Titles and research MOTIS. He will select specific vocations and develop occupational scripts on them. These scripts will be subjected to a random sample evaluation by senior high students. When scripts meet the evaluative criteria, they will be microfilmed. Once the MOview-MOTIS microfilmed deck is compiled, the

director will develop an Index System. He will then supervise the development of a staff user manual and a student manual. He will conduct a workshop(s) for key personnel prior to implementing a prototype of the MOview-MOTIS microfilmed occupational information retrieval system in the Hazelwood School District. Federal funds total \$25,000.00.

#### VTP 1330

Title: Development of a Systematic Approach to Followup Evaluation--Phase II.

Investigator: Joyce L. Felstehausen  
Institution: Eastern Illinois University  
Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois  
Duration: September 1, 1973 To August 31, 1974

Objectives: (1) To evaluate the procedures, content, and formats established in Phase I development and to refine the system, (2) To identify alternatives for automating the system and select methods and formats to be used, (3) To automate the system, and (4) To implement the system and carry it through the first followup cycle.  
Methodology: (1) Mail evaluation instruments to LEA contact personnel participating in the initial developmental phase for the purpose of evaluating and refining the processes and procedures of the system. Tabulate and analyze results. (2) Meet with LEA Advisory Committee to review and refine the system. (3) Meet with D.V.T.E. personnel to review data needs, cycle time frames and refinement of the system. (4) Select methods and formats to be used for automating the system and automate the processes and procedures. (5) Pilot test the system. (6) Refine and debug the system. (7) Implement the first cycle of the followup system. (8) Prepare and disseminate LEA Followup Reports. (9) Prepare and disseminate Final Project Report including systems documentation. Federal funds total \$40,000.00.



VTP 1331

Title: Analysis of Current Manpower Labor Market Information for Illinois Phase II.

Investigator: R. Hattwick, J. Niss, and N. Walzer  
Institution: Western Illinois University, Center for Business and Economic Research, Macomb, Illinois  
Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois  
Duration: October 1, 1973 To June 30, 1974

Objectives: (1) To evaluate the effectiveness of the job openings forecasting manual developed under a 1972-73 contract with DVTE, (2) To revise the manual on the basis of the evaluation, and (3) To improve the data base on which the manual has been constructed.

Methodology: A series of 6 tasks will be undertaken. The two most important tasks are (1) a survey of employers to determine patterns of utilizing vocationally trained manpower and (2) close work with selected planners in helping them try out the manual. Federal funds total \$34,934.00.

VTP 1332

Title: Survey of Governmental Agencies to Determine Job Opportunities and Related Training Possibilities (RFP Code C-4321).

Investigator: Joseph Domitrz  
Institution: Western Illinois University  
Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois  
Duration: May 1, 1974 To January 31, 1975

Objectives: (1) To identify the occupations for which the local, state and federal government demand in Illinois offers high employment potential, (2) To determine the skills and procedures necessary to obtain employment in those occupations, (3) To determine the opportunities for vocational education schools (Secondary and post-secondary to

train individuals to enter those occupations), and (4) To determine opportunities for in-service training offered by vocational, secondary and post-secondary schools for government employees.

Methodology: (1) Personal interviews will be conducted with a cross section of local state and federal agencies. The interviews will be probing and will yield detailed information on specific occupational needs of each agency. The interviews will also probe for opportunities for in-service training. (2) A mail survey will be used to broaden coverage of municipal government with respect to some aspects of various occupations (such as police work). (3) A projection of job openings for 1975-79 will be made. (4) A final report of two volumes will be produced. Federal funds total \$9,999.00.

VTP 1333

Title: Detail Design and Implementation of the DVTE Management Information System.

Investigator: Davis, Kane, Hendee, Sandy  
Institution: Robert Davis Associates, Inc., Atlanta, Georgia  
Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois  
Duration: November 1, 1973 To August 31, 1974

Objectives: To prepare the necessary instruments, software, etc. to operationalize a vocational education management information system in the four-county St. Louis SMSA area (Madison, Monroe, St. Clair, Clinton) and design the system in such a way that it can be replicated throughout other select areas in the State of Illinois. A secondary objective of this activity is to develop the necessary supportive materials to make the MIS system an integral part of the Division activities and establish the necessary data files to operate the system through a one-year cycle.

Methodology: (1) Refinement of System Requirements--A review and update of all non-general requirements and the subsequent conversion of those requirements into the necessary detailed requirements and design of the total

system, (2) Detail Design of the System--Based upon the documented requirements of the system, detailed instruction, program specifications, procedures and policies will be formulated and documented to enable the user to see and approve the final outputs and operation of the system, (3) Programming and Testing of the System--The development of system programming and testing activities directly related to the detailed system specifications and more importantly the detailed procedures, and (4) Training at the Division Level--Detailed procedures in making the system an integral part of Division activities. Federal funds total \$109,870.00.

#### VTP 1334

Title: Cost Differential Analysis in Regular Secondary Schools and Area Vocational Centers - Phase II.

Investigator: Dennis C Nystrom  
Institution: Board of Trustees of Southern Illinois University  
Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois  
Duration: September 1, 1973 To August 31, 1974

Objectives: (1) Design cost accounting system for occupation program cost analysis, (2) Develop computer based cost analysis model, (3) Test model with "live data" in four regular secondary schools and two area vocational centers, (4) Prepare written report documenting the cost analysis capabilities of the model, and (5) Make recommendations re: the implementation of the proposed system on a statewide basis.

Methodology: The proposed twelve month project will be divided into four major phases. Phase I (September 1, 1973, October 31, 1973) will be devoted to orientation of participating schools' personnel, development of data gathering instruments and experimental design of the cost model. Phase II (November 1, 1973-January 31, 1974) will be concerned with the computer program development. Phase III (February 1, 1974-April 30, 1974) will be designated for the parallel

running of the model under live conditions. Phase IV (May 1, 1974-August 31, 1974) will involve the finalizing of procedures, documentation of the system, and preparation of a written report to include an evaluation of the cost model and recommendations re: the feasibility of its adoption into the statewide MIS. Federal funds total \$69,939.00.

#### VTP 1335

Title: College Curriculum for Correctional Instructional Personnel.

Investigator: Stuart B. McKenty  
Institution: EPD Consortium C, Houston, Texas

Sponsor: Texas Education Agency, Austin, Texas

Duration: April 15, 1974 To June 30, 1974

Objectives: To develop survey instruments for both instructional personnel and students of The Texas Department of Corrections and The Texas Youth Council as well as to collect data from the federal and military prison systems to ascertain the specific needs of instructional personnel in a correctional setting, and to assist in determining if these needs are most appropriately met through university programs or through other types of preservice and inservice activities.

Methodology: A task force representing the Texas Department of Corrections, The Texas Youth Council, Sam Houston State University, Texas A & M University, and Consortium C will meet to develop the parameters of the survey-questionnaires. Dr. Audean Allman will serve as project writer developing the survey instruments, which will then be sent to an appropriate sample population of staff and students. The replies will then be formulated into a study document for further action by the Task Force and its membership. Federal funds total \$6,796.00.

#### VTP 1336

Title: Development of Instructional Module, "Health Care Organizations, Facilities and Personnel".



Investigator: Irene Ramey  
Institution: Texas Woman's University,  
Institute of Health Services, Denton,  
Texas

Sponsor: Division of Occupational  
Research and Development, Dept. of  
Occupational and Technical Education,  
Texas Education Agency, Austin, Texas  
Duration: May 10, 1974 To January 31,  
1975

Objectives: (1) To convene a workshop  
designed to develop an instructional  
module, "Health Care Organizations,  
Facilities and Personnel", (2) Construct  
instructional materials during this  
workshop needed to implement the  
behavioral objectives, learning  
activities and evaluation instruments  
developed by the workshop participants,  
and (3) Test the effectiveness of the  
instructional module through first a  
pilot study, then later, a field test  
using HOCT programs in Texas.

Methodology: A three-day workshop  
composed of two HOCT Coordinators, two  
consultants in Health Occupations  
Education, Texas Education Agency, one  
consultant in audio-visual material,  
one artist and one secretary will be  
convened to develop the module. The  
participants will develop the  
objectives, learning activities,  
evaluation instruments and instructional  
materials for the instructional module.  
Federal funds total \$3,147.00.

VTAE schools to utilize NTIS, (3) To  
develop a self-instructional system  
for accessing the information from  
NTIS which relates to VTAE problem  
areas, and (4) Evaluate the impact of  
the three pilot self-instructional  
systems to determine if they bring  
about increased motivation and  
utilization of the systems.

Methodology: (1) Revise and reproduce  
seventeen self-instructional packages  
for users of the ERIC system, (2)  
Evaluate the impact of the ERIC self-  
instructional packages, (3) Design,  
develop art work and produce three  
pilot motivational type self-  
instructional packages for users of  
NTIS, (4) Evaluate the impact of the  
motivational packages through reactions  
from selected VTAE staff, (5) Develop  
three slide/tape series for accessing  
NTIS to include how the user may  
obtain the fiche or hard copy, and (6)  
Evaluate the slide/tape series to  
determine problems encountered in  
accessing NTIS fiche, etc. Federal funds  
total \$2,039.00.

VTP 1337

Title: Self-Instructional Slide/Tape  
Series for ERIC and NTIS Users.

Investigator: Baulah Howison  
Institution: University of Wisconsin-  
Stout

Sponsor: Wisconsin Board of Vocational,  
Technical and Adult Education, Madison,  
Wisconsin

Duration: January 2, 1974 To July 1,  
1975

Objectives: (1) To develop a self-  
instructional package for users of the  
ERIC system which is relatively easy to  
use and motivate staff to use the system,  
(2) To develop a self-instructional  
package which will encourage and motivate  
the vocational-technical educators in the



## STATE VOCATIONAL EDUCATION RESEARCH OFFICES DIRECTORY

## ALABAMA

Mr. Douglas Patterson  
Supervisor, Research and Evaluation  
868 State Office Building  
Montgomery, AL 36104  
(205) 269-7016

## ALASKA

Mr. Louis D. Riddle, Director  
Division of Vocational and Adult Education  
Department of Education  
Pouch F - Alaska Office Building  
Juneau, AK 99801  
(907) 586-6330

## ARIZONA

Dr. Sid Borchert, Director  
Research Coordinating Unit  
State Department of Education  
1535 West Jefferson  
Phoenix, AZ 85007  
(602) 271-5392

## ARKANSAS

Dr. Jack D. Nichols, Director  
Research Coordinating Unit  
State Department of Education  
Arch Ford Education Center  
Little Rock, AR 72201  
(501) 371-1855

## CALIFORNIA

Mr. Roland M. Boldt  
Chief, Program Services Section  
State Department of Education  
721 Capitol Mall  
Sacramento, CA 95814  
(916) 445-8758

## COLORADO

Dr. Robert F. Barnes  
Director, Research Coordinating Unit  
State Board for Community Colleges and  
Occupational Education  
207 State Service Building  
Denver, CO 80302  
(303) 892-3071

## CONNECTICUT

Dr. Herbert Righthand & Mr. Richard C. Wilson  
Co-Directors, Research and Planning Unit  
Division of Vocational Education  
Connecticut State Department of Education  
P. O. Box 2219  
Hartford, CT 06115  
(203) 566-3008 or 566-3430

## DELAWARE

Dr. Burton Braverman  
Supervisor, Curriculum and Research  
Department of Public Instruction  
John G. Townsend Building  
Dover, DE 19901  
(302) 678-4681

## DISTRICT OF COLUMBIA

Dr. Paul E. Cawein  
Assistant Superintendent  
D. C. Public Schools  
415 - 12th Street, N.W.  
Washington, DC 20004  
(202) 737-5298

## FLORIDA

Dr. Kenneth M. Eaddy  
Chief, Bureau of Vocational Research/Evaluation  
Room 258, Knott Building  
Tallahassee, FL 32304  
(904) 488-3995

## GEORGIA

Mr. Paul C. Scott, Director  
Occupational Research Coordinating Unit  
State Department of Education  
Atlanta, GA 30334  
(404) 656-2429

## HAWAII

Mrs. Sybil Kyi  
Coordinator for Research and Development  
University of Hawaii  
2327 Dole Street  
Honolulu, HI 96822  
(808) 948-7461

## IDAHO

Mr. Kenneth E. Hanson  
Research Supervisor  
State Department of Vocational Education  
506 North 5th Street  
Boise, ID 83720  
(208) 384-3210

## ILLINOIS

Dr. Ronald D. McCage  
Coordinator, Research and Development Unit  
Vocational and Technical Education Division  
1035 Outer Park Drive  
Springfield, IL 62706  
(217) 782-4620

## INDIANA

Miss Carol Ann Hodgson, Coordinator  
Research Coordinating Unit  
State Department of Education  
1012 State Office Building  
Indianapolis, IN 46204  
(317) 633-4841

IOWA

Dr. Kenneth M. Wold  
Chief, Support Services  
Career Education Division  
Department of Public Instruction  
State Office Building  
Des Moines, IA 50319  
(515) 281-5334

KANSAS

Mr. Wilbur Rawson, State Director of  
Exemplary and Special Needs Program  
State Department of Education  
Division of Vocational Education  
120 East 10th Street  
Topeka, KS 66612  
(913) 296-3346

KENTUCKY

Dr. Robert Schneider  
Director, Resources Development Unit  
Capitol Plaza Tower  
Frankfort, KY 40601  
(502) 564-3096

LOUISIANA

Dr. Gertrude Enloe  
Director, Research Coordinating Unit  
State Department of Education  
P. O. Box 44064  
Baton Rouge, LA 70804  
(504) 389-6629

MAINE

Dr. Charles Ryan  
Director, Research Coordinating Unit  
Bureau of Vocational Education,  
Department of Educational & Cultural Services  
Augusta, Maine 04330  
(207) 289-2621

MARYLAND

Mr. Marinus A. Kip, Director, RCU  
for Vocational-Technical Education  
P. O. Box 8717  
Friendship Airport  
Baltimore, MD 21240  
(301) 796-8300, Ext. 323

MASSACHUSETTS

Mr. Jack Sweeney  
Director, Research Coordinating Unit  
State Department of Education  
Division of Occupational Education  
182 Tremont Street  
Boston, MA 02111  
(617) 727-5730

MICHIGAN

Dr. Stanley Rumbaugh  
Director/RCU  
State Department of Education  
Box 420  
Lansing, MI 48904  
(517) 373-1/30

MINNESOTA

Dr. Jerome Moss, Jr.  
Director, Research Coordinating Unit  
145 Peik Hall  
University of Minnesota  
Minneapolis, MN 55455  
(612) 373-7789

MISSISSIPPI

Dr. James Wall and Dr. James Shill  
Co-Directors, Research Coordinating Unit  
for Vocational-Technical Education  
Drawer DX  
Mississippi State, MS 39762  
(601) 325-2510

Mr. Harold McMinn, Coordinator  
Research, Curricula, and Teacher Training  
Division of Vocational Education  
State Department of Education  
P. O. Box 771  
Jackson, MS 39205  
(601) 354-6819

MISSOURI

Mr. Glenn W. White  
Director, Research Coordinating Unit  
State Department of Education  
P. O. Box 480  
Jefferson City, MO 65101  
(314) 751-2661

MONTANA

Dr. Robert Lehman, Acting Director  
Research, Planning, Development and Evaluation  
Office of the Superintendent of Public Instruction  
Helena, MT 59601  
(406) 449-3693

NEBRASKA

Mr. Elton B. Mendenhall, Director, Research  
Coordinating Unit for Vocational Education  
Box 33, Henslik Hall  
University of Nebraska  
Lincoln, NE 68508  
(402) 472-3337

NEVADA

Dr. Jake Huber, Coordinator and Director  
Research Coordinating Unit  
College of Education Building, Room 201  
University of Nevada  
Reno, NV 89507  
(702) 784-4921

NEW HAMPSHIRE

Miss Gloria Cooper, Director  
Research Coordinating Unit  
State Department of Education  
105 Loudon Road  
Concord, NH 03301  
(603) 271-3276

## NEW JERSEY

Mr. Harold R. Seltzer  
Associate State Director (Ancillary Services)  
Division of Vocational Education  
225 West State Street  
Trenton, NJ 08625  
(609) 292-5822

## NEW MEXICO

Mr. Roger A. Labodda  
Director of Program Development Unit  
State Capitol  
Santa Fe, NM 87501  
(505) 827-2329

## NEW YORK

Dr. Louis A. Cohen, Chief  
Bureau of Occupational Education Research  
State Education Department, Room 468  
Albany, NY 12224  
(518) 474-6386

## NORTH CAROLINA

Dr. Charles H. Rogers  
Director, Occupational Research Unit  
State Department of Public Instruction  
Raleigh, NC 27607  
(919) 829-4348

## NORTH DAKOTA

Dr. Don Eshelby, Research Coordinator  
State Board for Vocational Education  
900 East Boulevard  
Bismarck, ND 58501  
(701) 224-3195

## OHIO

Mr. R. D. Balthaser, Assistant Director  
Research, Survey, Evaluation and Exemplary  
Programs  
Division of Vocational Education  
Department of Education  
65 South Front Street, Room 609  
Columbus, OH 43215  
(614) 466-2095

## OKLAHOMA

Dr. William D. Frazier  
Director, Research Coordinating Unit  
State Department of Vocational-Technical  
Education  
1515 West Sixth Avenue  
Stillwater, OK 74074  
(405) 377-2000, Extension 283

## OREGON

Mr. David Fretwell, Coordinator of Applied  
Research  
Career Education Division  
Oregon Board of Education  
942 Lancaster Drive, N.E.  
Salem, OR 97310  
(503) 378-3597

## PENNSYLVANIA

Dr. Carroll A. Curtis  
Director, Research Coordinating Unit  
P. O. Box 911  
Harrisburg, PA 17111  
(717) 787-4865

## RHODE ISLAND

Mrs. Jacqueline F. Nelson  
Consultant, Vocational Education  
Roger Williams Building  
Providence, Rhode Island 02908  
(401) 277-2691

## SOUTH CAROLINA

Mr. Gregory Morrison, State Supervisor  
Research Coordinating Unit  
Office of Vocational Education  
904 Rutledge Building  
1429 Senate Street  
Columbia, SC 29201  
(803) 758-2358

## SOUTH DAKOTA

Mr. E. B. Oleson  
Director, Division of Vocational and Technical  
Education  
222 West Pleasant Drive  
Pierre, SD 57501  
(605) 224-3423

## TENNESSEE

Dr. Garry R. Bice  
Director, Research Coordinating Unit  
University of Tennessee  
909 Mountcastle Street  
Knoxville, TN 37916  
(615) 974-3338

## TEXAS

Mr. Ray Barber  
Director, DORD  
Texas Education Agency  
201 East 11th Street  
Austin, TX 78701  
(512) 475-4641

## UTAH

Dr. N. Craig Kennington  
Director, Research Coordinating Unit  
State Board of Education  
1670 University Club Building  
Salt Lake City, UT 84111  
(801) 328-5891

## VERMONT

Mr. Joseph P. Kiako  
Research Coordinating Unit  
Vocational-Technical Education Division  
State Department of Education  
Montpelier, VT 05602  
(802) 828-3101



VIRGINIA

Mr. L. M. Jewell, Jr., Coordinator  
Vocational Education Research and Statistical  
Information  
1312 East Grace Street  
Richmond, VA 23216  
(804) 770-2066

PUERTO RICO

Dr. Vidal Velez  
Director, Research Coordinating Unit  
Department of Education  
Box 759  
Hato Rey, PR 00919  
(809) 765-5850

WASHINGTON

Mr. George P. Pilant  
Director, Research Coordinating Unit  
216 Old Capitol Building  
Olympia, WA 98504  
(206) 753-5672

GUAM

Mr. Duane I. Pierce  
Director of Vocational Education  
Guam Department of Education  
Agana, Guam PI 96910

WEST VIRGINIA

Mr. Glenn E. Smith  
Director, Research Coordinating Unit  
Marshall University  
Huntington, WV 25701  
(304) 696-3180

WISCONSIN

Mr. Roland J. Krogstad  
Director, Research Coordinating Unit  
Board of Vocational-Technical-Adult Education  
Hill Farm State Office Building  
4802 Sheboygan Avenue  
Madison, WI 53702  
(608) 266-3705

WYOMING

Dr. Fred Black  
Director, Occupational Education  
Capitol Building  
State Department of Education  
Cheyenne, WY 82002  
(307) 777-7416

TRUST TERRITORIES OF THE PACIFIC ISLANDS

Mr. Neal W. Baker  
Coordinator of Vocational Education  
Headquarters Education  
Saipan, PI 96950

AMERICAN SAMOA

Mr. Pat Benioni  
Coordinator, Vocational-Technical Education  
The Community College of American Samoa  
Pago Pago, American Samoa PI 96920

VIRGIN ISLANDS

Mr. Wilburn Smith, Jr.  
Director, Vocational and Technical Education  
Department of Education  
P. O. Box 630  
St. Thomas, VI 00801  
(809) 774-5481

## HOW TO ORDER DOCUMENTS

All documents cited in AIM and ARM are available in their full text. Availability is by one of the two options listed below:

### 1. ORIGINAL COPY FROM PUBLISHER OR SUPPLIER

These documents have an availability listed in the resume. Often such documents are not available by any other means.

### 2. MICROFICHE SETS

Most of the documents announced in the AIM/ARM are available in microfiche forms as part of AIM/ARM, VT-ERIC Microfiche Sets. Documents in microfiche form are not available as individual microfiche.

A microfiche set contains all the documents announced in an issue of AIM/ARM which can be made available in microfiche. The documents are filmed continuously in VT number order. Each set is assigned a single ED number.

AIM/ARM, VT-ERIC microfiche sets are available:

- . In any complete collection of ERIC microfiche.
- . As AIM/ARM, VT-ERIC Microfiche Sets purchased individually. (See page for HOW TO ORDER AIM/ARM, VT-ERIC MICROFICHE SETS).
- . From institutions (e.g., state research coordinating units) which have the AIM/ARM, VT-ERIC Microfiche Sets and are willing to provide microfiche duplicates of individual VT numbered documents.

## HOW TO ORDER AIM/ARM SUBSCRIPTIONS

Subscriptions to Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) are available from:

AIM/ARM

The Center for Vocational Education  
The Ohio State University  
1960 Kenny Road  
Columbus, OH 43210

Subscriptions are for one (1) calendar year periods only and cost \$34.00 (Foreign subscriptions add \$2.00).

Subscribers will receive a year's volume (e.g., 1974, Volume 7) consisting of six, bi-monthly issues (e.g., Numbers 1-6) and an annual, cumulative subject and author index, regardless of when in the year they subscribe.



## HOW TO ORDER AIM/ARM, VT-ERIC MICROFICHE SETS

The microfiche sets of documents announced only in AIM/ARM are available for sale from:

ERIC Document Reproduction Service (EDRS)  
Computer Microfilm International Corporation (CMIC)  
P. O. Box 190  
Arlington, Virginia 22210

Orders for these sets should provide the following:

- . ED number(s) listed below.
- . Specify microfiche (MF).
- . Specify the prices listed below for each ED number ordered.
- . Enclose check or money order payable to EDRS for orders of less than \$10.00.
- . Official institution, state, federal government or company purchase orders accepted.

### AIM Microfiche Sets

| <u>Issue</u> | <u>ED Number</u> | <u>Price</u> |
|--------------|------------------|--------------|
| Fall 1967    | ED 013 339       | \$17.38      |
| Winter 1967  | ED 015 349       | \$36.06      |
| Spring 1968  | ED 017 746       | \$48.84      |
| Summer 1968  | ED 020 442       | \$47.08      |
| Fall 1968    | ED 022 971       | \$34.10      |
| Winter 1968  | ED 028 305       | \$36.74      |
| Spring 1969  | ED 030 770       | \$49.94      |
| Summer 1969  | ED 032 434       | \$75.46      |
| Fall 1969    | ED 034 074       | \$62.04      |
| Winter 1969  | ED 037 585       | \$51.26      |
| Spring 1970  | ED 041 177       | \$42.02      |
| Summer 1970  | ED 042 931       | \$46.20      |
| Fall 1970    | ED 045 856       | \$41.80      |
| Winter 1970  | ED 049 382       | \$34.54      |
| Spring 1971  | ED 052 390       | \$52.80      |
| Summer 1971  | ED 053 339       | \$48.18      |
| Fall 1971    | ED 056 238       | \$71.63      |
| Vol. 5, #1   | ED 059 407       | \$68.86      |
| Vol. 5, #2   | ED 062 563       | \$58.08      |
| Vol. 5, #3   | ED 063 502       | \$58.96      |
| Vol. 5, #4   | ED 067 490       | \$85.14      |
| Vol. 6, #1   | ED 069 919       | \$47.52      |
| Vol. 6, #2   | ED 075 668       | \$13.20      |
| Vol. 6, #3   | ED 075 685       | \$ 9.68      |
| Vol. 6, #4   | ED 083 481       | \$57.42      |

### ARM Microfiche Sets

| <u>Issue</u> | <u>ED Number</u> | <u>Price</u> |
|--------------|------------------|--------------|
| Fall 1967    | ED 013 338       | \$20.02      |
| Winter 1967  | ED 015 348       | \$23.10      |
| Spring 1968  | ED 016 876       | \$33.66      |
| Summer 1968  | ED 019 526       | \$63.36      |
| Fall 1968    | ED 022 065       | \$ 4.84      |
| Winter 1968  | ED 027 441       | \$30.36      |
| Spring 1969  | ED 030 001       | \$22.00      |
| Summer 1969  | ED 031 587       | \$23.54      |
| Fall 1969    | ED 033 237       | \$ 7.48      |
| Winter 1969  | ED 036 657       | \$27.94      |
| Spring 1970  | ED 039 370       | \$30.80      |
| Summer 1970  | ED 042 060       | \$28.16      |
| Fall 1970    | ED 045 860       | \$66.66      |
| Winter 1970  | ED 049 385       | \$36.08      |
| Spring 1971  | ED 051 432       | \$33.88      |
| Summer 1971  | ED 054 390       | \$16.72      |
| Fall 1971    | ED 057 254       | \$22.00      |
| Vol. 5, #1   | ED 060 223       | \$58.96      |
| Vol. 5, #2   | ED 062 579       | \$14.52      |
| Vol. 5, #3   | ED 063 517       | \$29.26      |
| Vol. 5, #4   | ED 068 733       | \$32.56      |
| Vol. 6, #1   | ED 070 816       | \$20.90      |
| Vol. 6, #2   | ED 076 749       | \$ 7.04      |
| Vol. 6, #3   | ED 076 774       | \$ 6.07      |
| Vol. 6, #4   | ED 083 482       | \$ 9.68      |

## THESAURUS OF ERIC DESCRIPTORS

The Thesaurus of ERIC Descriptors has been developed during the past 6 years under the auspices of the Educational Resources Information Center (ERIC). This definitive vocabulary of education has been developed and updated by educators who review the literature in their field. The Thesaurus is the source of all subject headings used for indexing and for retrieval of documents announced in Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM), Research In Education (RIE), and Current Index to Journals in Education (CIJE).

The Thesaurus serves to give all educators an increased awareness of the language of education. It is useful to teachers, students, administrators, or anyone interested in locating information on any educational topic.

Searching for information/documents in the AIM/ARM and ERIC data bases can be done more quickly and with greater accuracy by consulting the latest edition of the Thesaurus for proper search terminology.

The Thesaurus of ERIC Descriptors may be purchased for \$8.95 from:

Macmillan Information  
A Division of Macmillan Publishing Co., Inc.  
866 Third Avenue  
New York, NY 10022

## TO SERVE YOU

BEST COPY AVAILABLE

If you ever have any questions about, problems with, comments about, and/or suggestions for improving AIM/ARM's service to you, please call or write us at:

AIM/ARM  
The Center for Vocational Education  
1960 Kenny Road  
Columbus, OH 43210  
Area Code (614) 486-3655, extension 261

The AIM/ARM staff is ready to help you in whatever way it can.

|                     |   |                                                      |
|---------------------|---|------------------------------------------------------|
| Marjorie Freshwater | - | Abstractor/Indexer; Editing;<br>Technical Assistance |
| Bill Kannen         | - | Computer Search Tapes                                |
| Joel Magisos        | - | Associate Director, Information<br>Services Division |
| Susan Maurer        | - | Secretary                                            |
| Shirley Nealy       | - | Abstractor/Indexer                                   |
| Nancy Reif          | - | Subscriptions                                        |
| Paul Schroeder      | - | Project Director                                     |
| Willie Thomas       | - | Acquisitions; Projects in<br>Progress                |
| Mary Ury            | - | Abstractor/Indexer; Editing;<br>Technical Assistance |
| Pat Walker          | - | Secretary                                            |



**AIM/ARM**

**Special Fourth Class  
Books**



**THE CENTER FOR VOCATIONAL EDUCATION**

The Ohio State University • 1900 Kenny Road • Columbus, Ohio 43210

**ADDRESS CORRECTION REQUESTED  
RETURN POSTAGE GUARANTEED**

**BEST COPY AVAILABLE**